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#### **Contract Database Metadata Elements**

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Plainview-Old Bethpage Csd And  
Congress Of Teachers

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AGREEMENT

Between

PLAINVIEW-OLD BETHPAGE  
CENTRAL SCHOOL DISTRICT

Plainview, New York

AND

PLAINVIEW-OLD BETHPAGE  
CONGRESS OF TEACHERS

National Education Association  
of New York

July 1, 1999- June 30, 2003

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NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD

447

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PLAINVIEW-OLD BETHPAGE  
CONGRESS OF TEACHERS

Negotiating Committee

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## ARTICLE I

### RECOGNITION

The Board of Education recognizes the Plainview-Old Bethpage Congress of Teachers as the sole bargaining agent during the period of implementation of this Agreement for all classroom teachers, librarians, (except department chairpersons) and all other groups who were eligible to vote in the May, 1965 election, all hereinafter referred to as "teachers." Nothing in this section shall preclude presentation of view in writing by any other individual teacher or groups of teachers. The Board may, at its option, meet with said individual or groups.

Effective July 1, 1981, the PCT is recognized as the bargaining agent for youth workers. The annual salary paid to youth workers shall not exceed the grant received by the District from Nassau County.

## ARTICLE II

### FAIR PRACTICES

The Union agrees to maintain its eligibility to represent all teachers by continuing to admit persons to membership without discrimination on the basis of race, creed, color, national origin, sex or marital status and to represent equally all employees without regard to membership or participation in, or association with the activities of, any employee organization.



The Board agrees to continue its policy of not discriminating against any employee on the basis of race, creed, color, national origin, sex, marital status or membership or participation in, or association with the activities of, any employee organization.

In an effort to insure that the students and personnel of the District enjoy the benefits to be derived from the rich and varied cultural backgrounds and experiences of a diversified staff, the District shall encourage the hiring of minority peoples by:

- (a) advertising openings through usual media to make minorities aware of openings in the District, and;
- (b) encouraging members of minority groups to apply for said openings.

### ARTICLE III

#### ORGANIZATION

##### 1. BI-MONTHLY MEETINGS

The Board of Education agrees to meet bi-monthly during the school year with the representatives of the Plainview-Old Bethpage Congress of Teachers. These meetings will allow for a full exchange of views on matters of common interest. Such meetings are to be preceded by monthly meetings of these representatives with the Superintendent of Schools.

2. MONTHLY MEETING WITH SUPERINTENDENT OF SCHOOLS

The monthly meeting with the Superintendent will be devoted to an exchange of views on matters of common interest.

An agenda for this monthly meeting will be set at least three (3) school days in advance and will contain items submitted by the Superintendent and the P.C.T.

3. DISTRICT WIDE OBJECTIVES

The P.C.T. and the Superintendent shall discuss proposed District Wide Objectives. Such discussion shall take place at a monthly meeting with the Superintendent of Schools before the Superintendent submits his proposed objectives to the Board of Education.

4. NEGOTIATIONS FACILITY

The Board and the Plainview-Old Bethpage Congress of Teachers will use a mutually agreed facility for the purpose of conducting negotiations.

5. DUES CHECK OFF

At the written request of a teacher, the District shall deduct from earned wages dues payments to the Plainview-Old Bethpage Congress of Teachers, a maximum of 26 equal installments beginning with the first September payroll. Such dues deduction authorization shall remain in effect as long as the teacher is employed by the school district unless cancelled in writing by the teacher no later than June 1st. Deposit of money deducted to a bank account set up by the

Plainview-Old Bethpage Congress of Teachers shall be made no later than the next following payroll date.

Any teacher authorizing dues deduction to the Plainview-Old Bethpage Congress of Teachers after the first September payroll shall have an equal amount deducted from earned wages for the remaining payroll periods to June 30th or August 31st, whichever is applicable to the individual teacher.

6. MAIL BOX FOR P.C.T.

One mail box, identical to the teachers' mail box in each of the schools shall be made available for the exclusive use of the P. C. T. This mail box shall be located in the main office.

7. BULLETIN BOARDS

A full bulletin board will be available in either the faculty room or the lunch room for the exclusive use of the P.C.T.

8. ACCESS TO PUBLIC INFORMATION

Information to which the public is entitled by law or by Board policy will be made available to the P.C.T. upon request.

9. FINANCIAL STATEMENT

A copy of the annual financial statement and audit of school money shall be sent to the Union.

10. LEAVES FOR OFFICERS AND DELEGATES

Designated officers and delegates of the P.C.T. may apply to the Superintendent's office to attend conferences and meetings related to P.C.T.

activities. An aggregate of twenty (20) days for such meetings will be authorized by the Superintendent without loss of salary. Expenses for attendance at such conferences and meetings shall not be borne by the District.

11. LEAVE OF ABSENCE FOR UNION OFFICERS

Union officers shall be given a leave of absence in the event they are elected or appointed to a full time Union office. Such leaves shall be in accordance with rules applicable to other leaves and shall be without payment and without benefits. However, upon resumption of active duty with the District, the benefits to employees shall be applicable. Such leave of absence shall not exceed a five year period.

12. DUTY PERIODS

Release from a maximum of two duty periods for each building representative. The total periods of release for building representatives not to exceed six (6) per building in any six-day cycle. Release of a maximum of four (4) duty periods each for the President and no more than five (5) other officers in any six day cycle. The number of released duty periods in any building in a six day cycle shall not exceed fourteen (14) among the building representatives and union officers in any one building.

13. RELEASED TIME FOR P.C.T. PRESIDENT

The president of the P.C.T. shall be released from his/her regular assignments with full pay up to two hours of each week for the purpose of handling business of P.C.T. relating to the District. This time shall be charged to his/her preparation time with the further

understanding that said preparation time will be provided by the president of the P.C.T. on his/her own time.

14. VISITS TO BUILDINGS

During the two hours referred to in Item 13 above, in keeping with his/her responsibilities, the president of the P.C.T. shall have the right to visit all buildings and staff members in the pursuit of his/her duties, provided prior notice is given to the administrator of the building and such visits shall not interfere with bargaining unit personnel while performing assigned duties.

15. GRIEVANCE CHAIRPERSON

The Grievance Chairperson, in keeping with his/her responsibilities as such, shall be released from his/her regular assignments with full pay up to two (2) preparation periods each week. This time shall be charged to his/her preparation time with the further understanding that said preparation time will be provided by the Grievance Chairperson on his/her own time.

During the two preparation periods referred to in this item, in keeping with his/her responsibilities as Grievance Chairperson, he/she shall have the right to visit all buildings and staff members in the pursuit of his/her duties, provided prior notice is given to the administrator of the building and such visits shall not interfere with bargaining unit personnel while performing assigned duties.

## ARTICLE IV

### CONDITIONS OF EMPLOYMENT

#### 1. ACADEMIC FREEDOM

The Plainview-Old Bethpage Congress of Teachers and the Board of Education agree that academic freedom is essential to the processes and purposes of education.

#### 2. HIRING POLICY

A written complete evaluation of a teacher's salary standing shall be made at the time the position is offered to him/her, over the signature of the Superintendent of Schools or his designee. This is subject to verification of his/her experience and education.

#### 3. STEP PLACEMENT

For teachers hired effective July 1, 1984 and thereafter, placement on the salary schedule shall be determined as follows:

(a) except as modified by subparagraphs (b) and (c) hereof, teachers shall receive step credit to a maximum of step 5.

(b) upon recommendation of the Superintendent of Schools, the Board of Education reserves the right to authorize additional credit beyond step 5 at its sole discretion provided, however, that:

1) Should the Board of Education elect to authorize full step credit for the service referred to in paragraph (a) to teachers hired within a particular tenure area for any given year, all teachers hired within that tenure area for that year shall receive said credit.

2) Should the Board of Education elect to authorize less than full step credit (but greater than step 5) for said service for teachers hired for any given year within a particular tenure area, all teachers hired for that year within that area shall be authorized additional credit for step placement purposes pursuant to the same formula; for example: one year of additional credit for each two years of service beyond step 5.

(c) Teachers who were on staff for the entire 1983/84 school year pursuant to regular or regular substitute appointments and who are employed for the entire 1984/85 school year in the same position shall continue to receive full credit for prior service without limitation referred to in paragraph a. above.

#### 4. REHIRING

(a) In the event that a teacher vacancy will exist on or before September 1, 1999, September 1, 2000, September 1, 2001 or September 1, 2002, a tenured teacher, or a probationary teacher with at least two (2) consecutive years of service, whose position has been abolished, shall be entitled to such vacancy provided:

1) The teacher seeking the position was employed as a regular member of the authorized staff for the entire school year immediately preceding the year in which the vacancy will exist;

2) No one else has a legal right to the position, including but not limited to a recall right from the preferred eligible list;

3) The teacher will be certified as of the first day of the vacancy.

(b) If two or more excess teachers qualify, as per paragraph (a) above, the District shall have the right to select the excess teacher it prefers in its own judgment and discretion.

(c) In the event the certificate referred to in paragraph (a) 3), above, is more than five (5) years old as of the first day of the vacancy, the teacher shall be required to have received 6 credits or additional course work at the post-graduate level, which are creditable toward the issuance of the said certificate by the N.Y.S. Department of Education. Said credits must have been obtained during the five (5) years prior to the effective date of the vacancy except that said credits may be obtained no later than the last day of the first semester of the new position. Failure to obtain and present proof of issuance of said credits by the aforementioned deadline may result in immediate dismissal.

The teacher will receive administrative-support to help adjust to the new assignment in keeping with the provisions of the "Support for Teachers by Administrators" clause of the contract.

(d) This provision applies only to the dates specified as per paragraph (a) above.

##### 5. ORIENTATION PROGRAM

Recognizing the need for proper orientation to district philosophy, objectives, goals and purposes, teacher(s) who are new to the school district shall attend scheduled orientation programs to be conducted during the fall of the school year. The program shall be in the form of a 15 hour course for one in-service credit to be developed by the District's Staff Development



Committee and shall be mandatory for all new teachers. The orientation programs shall not replace regularly scheduled building professional hours.

6. PROBATIONARY PROTECTION

(a) Where it is determined that a probationary teacher will not be invited to return, he/she will be so notified by his/her immediate supervisor by May 15th. This notification will be put in writing at the teacher's request.

(b) A probationary teacher who is advised that his/her services are to be terminated shall be entitled, upon request, to a meeting with the Superintendent, or designated representative of the Superintendent, other than the person who made the recommendation for termination of the teacher's services.

(c) Copies of all written evaluations and observations by supervisory personnel must be sent to the observed teacher and be initialed by him/her.

(d) The teacher shall be entitled to a conference with the supervisor who issued such report and evaluation.

(e) Every teacher shall receive annually, before June 1st, a copy of his/her final evaluation form.

(f) The teacher shall have the right to make written comment on the evaluation in a space provided for that purpose.

(g) Mechanical devices shall not be used for the evaluation of teachers, without their permission.

7. **EVALUATION OF ALL TEACHERS**

(a) Copies of all written evaluations and observations by supervisory personnel must be sent to the observed teacher and be initialed by him/her.

(b) The teacher shall be entitled to a conference with the supervisor who issued such report and evaluation.

(c) Every teacher shall receive annually before June 1st, a copy of his/her final evaluation form.

(d) The teacher shall have the right to make written comment on the evaluation in a space provided for that purpose.

(e) Mechanical devices shall not be used for the evaluation of teachers, without their permission.

8. **TEACHER FILES**

(a) Each teacher shall have the right, upon request, to review the contents of his/her own personnel file emanating from this school district as maintained by the Superintendent, Principal, Department Chairperson, Supervisor or Director. Upon reviewing the file, the teacher shall initial the contents thereof. Refusal to initial shall not require the removal of any such material included in the file. Such initialing is for the purpose of establishing that the teacher has been informed of the material and is not to be construed as agreement or disagreement with the material. The teacher shall have the right to introduce into his/her file any response to the material.

(b) No material pertaining to a teacher's service may be placed in his/her file unless and until the following shall be noted thereon, completed and signed.

( ) submitted to teacher on \_\_\_\_\_  
date

\_\_\_\_\_  
signature

( ) signed by teacher on \_\_\_\_\_  
date

( ) submitted and not signed on  
\_\_\_\_\_ submitted by \_\_\_\_\_  
date signature

( ) placed in file by \_\_\_\_\_  
signature

The above provision shall not apply to confidential employment references and college transcripts. The above becomes effective as of July 1, 1970.

(c) No material shall be included in a teacher's file under conditions other than those set forth above.

(d) A teacher requesting the opportunity to review his/her file shall be informed of other files in the District that bear his/her name so that he/she may review them if he/she wishes.

#### 9. SUPPORT FOR TEACHERS BY ADMINISTRATORS

(a) Special attention and supportive help and guidance in classroom techniques shall be provided the new teachers. All available resources including principals and assistant principals, as well as the experience and diverse abilities of all

the teachers shall continue to be provided to help orient the new teacher.

(b) The adjustment of behavioral and placement problems to school are the joint and primary responsibility of teachers and administrators. Teachers shall have recourse to administrators who shall provide a response to any referral within ten (10) days and who shall give the teacher effective and consistent support in each case to the extent justified. Disposition of placement problems should be as expeditious as possible.

(c) Emotionally disturbed pupils and pupils who present severe disciplinary problems impede the educational progress of the entire class. Teachers faced with such pupils in their classes shall be given early support in the form of psychological guidance and social work assistance within limits of staff available.

#### 10. PREPARATION PERIODS

##### (a) Teachers of Grades 5-12

1) All teachers of Grades 5-12 shall have a preparation period each day.

2) Teachers will utilize the preparation period time for work related to the school program.

3) The prep period shall not be subject to regular assignment.

4) The use of the preparation period shall be subject to the general supervision of the Building Principal.

##### (b) Teachers of Grades K-4

1) Teachers of Grades K-4 shall receive 210 minutes per week of preparation time.

2) Teachers will utilize the preparation time for work related to the school program.

3) The use of preparation time shall be subject to the general supervision of the Building Principal.

4) Preparation time shall be scheduled when special subject teachers service classes in accordance with the following guidelines:

a) Special subject teachers shall include, but not be limited to, physical education, music, art and library.

b) To the extent that students of a classroom teacher are assigned a special subject teacher for a period of time beyond that necessary to provide the classroom teacher with 210 minutes of preparation time, the classroom teacher shall remain with her/his class to assist the special area teacher in the delivery of the lesson. It is expressly understood that the special area teacher shall be responsible for the planning and teaching of the lesson. The scheduling of both preparation time and the time(s) when a classroom teacher is required to assist a special area teacher shall be done by the building principal in consultation with the classroom teacher.

c) The District recognizes the desirability of providing preparation time on a daily basis and in equal installments, if possible. Subject to the District's right pursuant to sub-paragraph (b) hereof, the District will make a reasonable effort to do so provided that it may be accomplished without the need to hire additional staff.

d) Irrespective of the 210 minute guarantee referred to above, when a teacher's class is assigned to physical education and that time has been designated as preparation time, the teacher will be present at the beginning and end of the lesson to the extent necessary for the proper supervision of pupils.

e) If extensive joint planning is required for the development of significant instructional units, such planning may take place during the professional hours.

#### **11. USE OF PROFESSIONAL TIME**

There shall be no more than ten (10) regularly scheduled full faculty meetings per year and, as the principal may determine to be necessary, no more than ten (10) additional such meetings per year. Such meetings shall have a published agenda at least three (3) school days prior to the meeting. Beyond this time, professional time should be arranged to utilize the full range of teacher activities spelled out in Section II commencing on Page 3 of the Current Supervisory Bulletin No. 2 (details attached).

#### **12. OBSERVATION PERIODS - FIRST YEAR TEACHERS**

During the first year of teaching experience the Building Principal may direct that a teacher devote a reasonable number of preparation periods (not in excess of twenty [20]) to observing classes conducted by other teachers.

#### **13. TEAM AND DEPARTMENT PLANNING TIME**

The time utilized for team and department planning shall be determined and designated

cooperatively by the principal, team leader, or department chairperson and the teacher.

14. TEACHER COOPERATION

All teachers are expected to assist other teachers by participating in demonstration teaching and sharing information on educational techniques and curriculum with fellow staff members.

15. CHANGE OF PUPIL GRADES

The assignment of grades is primarily the professional responsibility of the teacher. Such grades may not be changed by administration without the permission of the teacher unless exceptional circumstances are present. In the latter instance, a written reason for the change will be incorporated in the student's cumulative folder and a copy will be provided for the teacher involved. The report and record card changes shall be initialed by the person responsible for the change.

16. FACILITIES FOR TEACHERS AND TEACHING

(a) Necessary teacher personnel shall have been hired and supplies and equipment ordered for all courses before the start of the school year.

(b) Each teacher will be provided with a sufficient number of appropriate textbooks.

(c) Efforts shall continue to provide teachers with an adequate supply of materials and textbooks to facilitate the teaching of black culture and the culture of other minority groups.

(d) A desk and a file cabinet shall be made available for each teacher.

(e) Any area used by teachers and/or students shall be properly lighted, ventilated, heated and cleaned to maintain health, and the building equipment connected with lighting, ventilation and heating shall be properly maintained. The building principal shall take appropriate measures to protect the health, safety, and welfare of teachers and students in connection with building maintenance, heating and ventilation.

(f) Teacher's desks shall be provided in any room in which regular classroom teaching is going on, whether or not its use is normally as an activity room (i.e., shop, band, etc.).

(g) At the request of the teacher, and where physically practicable, adequate permanent chalkboard shall be provided in all classrooms.

(h) Health facilities and staff will be provided for pupils in each building.

(i) Each school shall be provided with a clean, attractive, comfortable teachers' lounge if the student population of the building permits. The following guidelines shall be followed in accomplishing the above.

1) A room in a school not being used for regular classroom instruction will be used for teachers' lounge.

2) If a room is not used for regular classroom instruction and is to be considered for utilization for other than a lounge where no lounge exists--before such usage is implemented, it must be agreed to by the faculty and administration of the building involved.

(j) A standard typewriter, a primary typewriter, and duplicating equipment (ditto and/or mimeo machines) will be available for



teacher use in each building in a suitable area.

(k) Each school shall have a unit for the heating, storage and refrigeration of food.

(l) A phone shall be provided in one faculty room in each building for teacher professional use.

#### 17. SUPPLIES AND EQUIPMENT

(a) Teachers can request books and supplies from the lists of all levels to enable teaching at the level of the pupil. These requests shall be presented in writing.

(b) Equipment and supplies will be requisitioned according to a list of priorities jointly determined by the teacher and the department chairperson, or team leader (if any) and the building principal, subject to the final approval of the principal.

(c) The principal shall make available to teachers in the building through the department chairperson, team leaders, or assistant principals, whichever is appropriate, the following information:

- 1) The per-capita allocation to the building.
- 2) The building budget based upon building allocation.
- 3) Amendments or adjustments to building allocations
- 4) Inter-departmental transfers of funds.
- 5) When available, status of appropriate building budget code balances.

Announcement of the availability of this information shall be posted on building

bulletin boards and included in general building notices to the faculty.

(d) Written comments and evaluations to the building principal, with respect to the qualities of supplies and equipment received are invited and desired. These comments and evaluations will be a basis for future ordering of these items.

(e) Every effort will be made to maintain equipment in good repair. These repairs and replacements will be done as soon as feasible without budgetary allotment.

(f) To enhance effective teaching and learning, there will be made available the following equipment in working condition: filmstrip projectors; tape recorders; phonographs; movie projectors; overhead projectors.

(g) A current file of catalogs will be maintained in each building.

(h) Supplies and equipment shall be distributed to the teachers on a fair and equitable basis.

18. CLASS SIZE

Present policy relating to class size will be adhered to, except that every effort will be made to reduce class size based upon physical limitations and number of student station available in particular classrooms.

19. ASSAULTS ON TEACHERS

Principals shall be required to report all

cases of assault and/or battery suffered by teachers, in connection with their employment, to the Superintendent and the Board attorney.

(a) Upon request, the attorney shall inform the teacher of his/her rights under the law.

(b) When criminal action is taken against a student because of an assault upon a teacher, the Board attorney shall notify the teacher of his readiness to assist the teacher as follows:

1) By obtaining from police and from the principal relevant information concerning the offender.

2) By accompanying the teacher in court appearances, when needed, and by acting in other appropriate ways as liaison between teacher, police and the courts.

20. RELIEF FROM NON-TEACHING CHORES

Teachers will be relieved of the following kinds of duties -- bus, hall, cafeteria, study hall -- except for the minimum number of teachers required and necessary to:

Supervise school aides, and  
Protect pupil health and safety.

All aides shall be used for the duties for which they are hired provided that teacher aides shall be used to relieve teachers of non-teaching duties with priority being given to the following:

Hall  
Study Hall

21. CLASSROOM INTERRUPTIONS

Classroom interruptions will be kept to a minimum.

22. LUNCH PERIOD

The Board of Education will continue to provide supervisory aides for each elementary school in order to provide every elementary school teacher with a 45 minute duty-free lunch period each day. Any time available during the teacher's lunch hour beyond 45 minutes may be used for lunchroom or playground supervision on a routine basis as necessary. It is recognized that emergency situations may require temporary modifications.

23. EVENING MEETINGS --PARENT-TEACHER CONFERENCES

(a) The PCT recognizes the professional responsibility of the teacher to meet with parents. Accordingly, commencing with the school year 1986-87, individual parent-teacher conferences shall be scheduled twice yearly, in the Fall and in the Spring of the year, on Parent-Teacher Conference Day with parents or guardians of all children grades K-6, and twice in the Fall divided alphabetically, grades 7-12. These conferences shall commence immediately after the end of the teacher's school day on a day when school is otherwise in session, in each of the buildings of the District, and shall occur continuously for a one hour period. All teachers shall return to their respective schools on said day to reconvene said conferences for an additional continuous period of 3 and 1/4 hours commencing no earlier than 5:45 p.m. and no later than 9:15 p.m. In addition to the above conferences at the elementary level (K-6), four

(4) professional periods during the month of the Fall Parent-Teacher Conference Day and four (4) professional periods during the month of the Spring Parent-Teacher Conference Day shall be devoted to regularly scheduled Parent-Teacher Conferences. Additional conferences shall also be scheduled, if necessary, during professional time. Except as modified herein, all teachers K-12 shall continue present practice with regard to the scheduling of individual Parent-Teacher Conferences.

(b) Except as is modified herein evening meetings shall be voluntary and at the discretion of the teacher except that where necessary, because of special circumstances, evening conferences shall be mutually arranged between parents or guardians and teachers, and Back to School Night will be observed.

(c) The District shall continue to observe the current practice regarding the hiring of kindergarten substitutes during Parent-Teacher Conference time.

(d) In addition to the above, guidance counselors shall be required to attend a maximum of three evening meetings per year to participate in programs involving parents and students as determined by the Superintendent of Schools. Each such session shall be at least two hours in length, shall not end later than 10:00 p.m. and shall be scheduled at least two months in advance. Counselors shall be paid for their participation in such programs at the rate of 1/7 of 1/200 of annual salary for each 45 minute period of attendance.

#### 24. COOPERATING TEACHER FOR TEACHER TRAINEES

Assignment of student teachers shall be made after consultation between building principal or

his/her designee and teachers. Teachers shall be notified as to the availability of the student teachers and appointments as supervising teacher shall be rotated and encouraged for professional growth.

Preparation and professional time may be used for consultations with trainees.

Present practice whereby compensation is provided by the college or university to be continued.

25. SUBSTITUTE TEACHERS

(a) Procedures shall be established which shall make it possible for every teacher who will be absent to call in at least one hour prior to the opening of his/her school in order to assure adequate coverage for all classes at the beginning of the school day.

(b) The District and the PCT recognize that there are occasions when the District is unable to obtain substitute teachers for class coverage when teachers are absent. Effective for the 1986/87 school year and thereafter on those occasions when the district has been unable to obtain substitutes in accordance with paragraph (a) of this contract section, teachers in grades K-12 may be called upon to provide substitute teaching service in the building to which they are assigned during their preparation period subject to the limitations set forth herein. The parties acknowledge the importance of preparation periods and the right of teachers thereto pursuant to Article IV Section 10. Except as referred to herein and in the contract, said right to preparation periods shall not be abridged.

1) Teachers in grades K-12 may be called upon to provide such service in the building to

which they are assigned in the following order:

a) Volunteers from within the department to which the absent teacher is assigned.

b) Volunteers from other departments within the building to which the absent teacher is assigned provided that the volunteer must possess the certification required in order to teach the class for which service is sought.

c) Assignments by the building principal of teachers from within the department to which the absent teacher is assigned.

d) Assignments by the building principal of teachers from other Departments within the building to which the absent teacher is assigned provided that the assigned teacher must possess the certification required in order to teach the class for which service is sought.

e) Volunteers from other departments within the building to which the absent teacher is assigned who do not possess certification as set forth above.

2) Under no circumstances shall teachers be assigned to substitute service during the preparation period on more than 10 occasions during a school year. This limitation does not apply in connection with voluntary service.

3) Substitute service pursuant to this section shall be paid pursuant to the following schedule:

1999/00 - \$30.21 per period  
2000/01 - \$31.12 per period  
2001/02 - \$32.05 per period  
2002/03 - \$33.01 per period

4) The parties agree that a committee of teachers, central office personnel and parents shall be formed to investigate the continuing problem providing substitute coverage and to make recommendations for improving, where necessary, our system for providing such coverage.

## 26. TEACHER ASSIGNMENTS

(a) Teacher assignments shall be developed cooperatively between the teacher and his/her immediate supervisor. These assignments will be made on a fair and equitable basis taking into account:

- 1) the professional background and preparation of each teacher;
- 2) teacher preference for assignment;
- 3) the opportunity to enhance the teacher's professional growth;
- 4) the best interest of the students and/or the instructional program of the district.

(b) All subject and/or grade assignments shall be announced no later than May 10th.

(c) At the elementary level, teachers of music, art, library and physical education shall be consulted in the development of their particular schedules.

(d) All secondary teachers' schedules for the next year shall be announced no later than June 10th.

(e) If the schedule of any teacher must be changed in order to serve the best interest of the



students and/or the instructional program of the District, the appropriate administrator shall inform the teacher involved and, at the option of the teacher, discuss the same. If the teacher is unavailable and cannot be contacted within a reasonable length of time, the notification of change will be made in writing to the teacher. At the option of the affected teacher the reason for a change of assignment shall be put in writing.

(f) No teacher will be required to teach out of license.

(g) Final teacher assignments and schedules will be made by the building principal, acting in a fair and equitable manner.

27. ROOM ASSIGNMENTS - SECONDARY

Whenever physically possible, room schedules shall be arranged so that no teacher will be assigned to teach in more than two rooms.

28. TRAVEL TIME BETWEEN SCHOOLS

If a teacher is assigned to teach in more than one secondary school building on the same day, he/she shall be allotted one period to effect the move. Said travel period shall be in lieu of duty period assignment. In the event that a split assignment is between a secondary school and an elementary school, travel shall occur in lieu of a duty period assignment at the secondary school.

In all other scheduled teaching assignments requiring movement from one building to another, the teacher shall be allotted twenty (20) minutes to effect the movement.

This time shall not infringe upon lunch and/or preparation time. It is understood that as to all split assignments, relief from duty assignment shall occur only on days when travel occurs.

29. **YEARLY POSITIONS, NON-TENURE**

(a) Applicants for non-tenure yearly positions who are not teachers of Plainview-Old Bethpage Central School District will be considered only when there are no qualified applicants from existing staff.

(b) Announcements of these positions for the forthcoming school year will be made to the staff no later than February 1st.

(c) All applicants for these positions will submit letters of application no later than March 1st.

(d) All appointees to these positions will be notified of their appointments by May 10th. All other applicants will be notified of the final action on these positions within a reasonable time thereafter.

(e) Appointments to these positions are subject to the inclusion of the position in the budget in effect at the time the activity commences.

(f) The P.C.T. agrees to encourage its membership to apply for these positions and to supervise extra-curricular activities.

1) The District shall accept volunteers from the staff who are qualified and certified for the particular assignment.

2) The district shall determine whether there are any qualified and certified applicants from the staff within ten (10) working days after the date that applications are due, as in paragraph (c) above. If there are any positions for which it is determined that there are no qualified and certified staff applicants, the P.C.T. shall be so informed immediately, and be given the names of all applicants who are considered unqualified and/or uncertified. Upon written request, the PCT shall be further provided with a written reason from the administration as to why each such applicant is considered unqualified or uncertified.

3) In the absence of qualified and certified staff applicants as determined in paragraph (c) above, the Superintendent shall solicit qualified and certified volunteers from among other district personnel and from outside the District at least twice via weekly, local and regional newspaper advertisements. The P.C.T. shall be informed of the publication and dates on which advertisements are placed. At least one advertisement shall occur within fifteen (15) days of the beginning of the activity for which applications are being solicited. The District shall determine whether each such applicant is a qualified and certified applicant within ten (10) working days of receipt of each such application. If the District determines that such an applicant is not qualified and certified, the P.C.T. shall be so informed immediately and shall be given the name and address of each such applicant. Upon written request of the P.C.T., it shall

be further provided with a written reason from the administration as to why each such applicant is determined to be unqualified or uncertified.

(4) On or before May 15, the Superintendent shall notify the P.C.T. regarding any position for which there is no applicant and offer the P.C.T. the opportunity to negotiate thereon.

(5) Should the P.C.T. notify the Superintendent of its intention to negotiate pursuant to 4) above, no further action shall be taken by the Superintendent until such time as negotiations between the P.C.T. and the District are concluded, or June 15, whichever is earlier, at which time teachers shall be assigned by the Superintendent to supervise such activity (ies), such assignment(s) to be made no later than the Wednesday of Regents Week. The District shall not cease its in and out-of-district solicitations for such positions even though an assignment has been made, unless the assigned teacher shall indicate his/her willingness to accept the position on a voluntary basis. In the event an in or out-of-district qualified and certified volunteer is found to replace an assigned staff member prior to the commencement of the activity, the assigned teacher shall, at his or her discretion, have the right to retain the assignment on a voluntary basis or to relinquish it.

(6) The district shall continue to negotiate with the P.C.T., at the P.C.T.'s option, until five (5) working days before the activity begins. Should the P.C.T. not exercise its option to negotiate by May 25, the District may immediately assign teachers

to supervise these activities for which there are no qualified or certified applicants.

(7) Should the Superintendent assign a P.C.T. bargaining unit member to such a position, the Superintendent may not assign that person again until he has assigned all qualified and certified members of the P.C.T. bargaining unit to such positions at least once. P.C.T. unit members, who already have been appointed to voluntary positions in that year, the season and/or duration of which would overlap with the season and/or duration of the activity being assigned, need not be assigned as a precondition to a subsequent reassignment of a qualified and certified bargaining unit member pursuant to this paragraph. In no event shall any bargaining unit member be required to serve pursuant to subparagraph 5) above more than once during the life of this agreement. It is expressly understood that assignments by the Superintendent between July 1, 1981 and the execution of this memorandum do not constitute assignments within the meaning of this paragraph.

(8) Prior to making assignments pursuant to this paragraph regarding coaching positions, the Superintendent or his designee shall consult with the athletic coordinator in the building involved.

(g) The provisions of the arbitration award dated January 30, 1984 AAA case #1739-0257/83 notwithstanding, the district shall be entitled to assign the position of athletic coordinator to members of the Building Supervisors' Unit without negotiations with, or without the consent of the P.C.T.

30. SUMMER SCHOOL POSITIONS

(a) All summer school appointments are subject to :

- 1) inclusion of the position in the budget in effect at the time summer school commences;
- 2) need for the position based upon actual student enrollment.

(b) Applicants for summer school positions who are not teachers of Plainview-Old Bethpage Central School District will be considered only when there are no qualified applicants from existing staff.

(c) Applicants for supervisory positions in the summer school program shall be notified of their appointments no later than March 1st. These positions shall have been announced no later than February 1st.

(d) Announcements of non-supervisory positions for summer school will be made to the staff no later than March 15th.

(e) All applicants will submit letters of application no later than April 1st.

(f) Applicants for summer school teaching positions shall be notified of their appointments no later than April 15th.

(g) The number of appointments made shall be equal to the minimum number of teachers determined necessary by past experience. In order to provide for the contingency of additional student enrollment, additional teachers will be appointed as alternates. All other applicants will be notified of the final action on summer school positions within a reasonable time thereafter.

31. TRANSFERS

(a) "Transfer" shall mean the movement of an employee from one building to another.

(b) Guidelines for transfer:

1) Present employees will be assigned before employment of new personnel.

2) All vacant positions within the bargaining unit will be listed and announced through the administrative bulletins and/or a special bulletin distributed to all employees.

3) The following factors will be considered in all transfers:

a) The length of time and area of teaching experience inside the District.

b) Certification requirements.

c) Training and qualifications of the employee for the position.

d) Length of time and area of teaching experience outside the District.

e) Major and minor areas of professional training.

f) Type and number of college degrees.

g) Sex (only where this factor would be important as it affects the position involved).

4) Probationary teachers should serve their probationary period in one school wherever practical.

(c) Voluntary Transfers

1) Any employee may submit a written request to his/her building principal for a transfer to another work location or assignment. These requests shall be filed in accordance with a deadline established annually. Such requests may be submitted even though an opening does not exist at the time thereof.

2) A file of all transfer requests shall be maintained in the Personnel Office until September 30th of the year in which the request was submitted.

3) An interview will be held between the employees and the receiving principal and, where necessary or appropriate, the administrator in charge of personnel.

4) The employee will be informed as to approval or denial of his/her request within a reasonable time after the interview. If his/her request is denied, he/she shall be granted an interview with the appropriate administrator upon request and the reason for denial will be placed in writing at the option of the employee.

5) Should a vacancy occur in a school, the position will not be filled until all requests for transfer have been considered.

(d) Involuntary Transfers

1) When a reduction in the number



of teachers in a school is necessary, all volunteers shall be first transferred; after which transfers shall be made on the basis of years of service in the school district, those lowest in service being transferred first. Notice of all transfers will, under normal circumstances, be given to the teachers concerned at least thirty (30) days before end of the school year.

2) When involuntary transfers are necessary, lists of positions in other schools will be made available to all teachers being transferred. In filling such positions, preference shall be given to presently employed teachers over newly appointed teachers.

3) Any employee involuntarily transferred shall have priority on any opening that may occur in the school from which he/she has been transferred, providing that he/she qualifies for the teaching assignment.

4) The above provision shall be subject to the needs of balanced staffing in the schools.

5) These provisions shall apply equally to teachers on authorized leave of absence.

6) a) The teacher who is transferred must be offered (in order of his/her district seniority) a list of equivalent positions in buildings wherein vacancies exist in the same area of certification. Any teacher not accepting any of the vacant positions offered shall resign or have his/her services terminated,

but nevertheless will have his/her name placed for a one (1) year period, on an active list of available teachers and re-hired in his/her order of seniority for the first equivalent vacancy for which he/she is certified. In the interim, the teacher's name will be placed on the district substitute list from which he/she will be called as a substitute teacher.

b) If no such vacancies exist, the transferred teacher (in order of his/her district seniority) must be offered the equivalent position(s) held by the least senior teacher(s) in the district in the same area of certification.

32. **MACHINE SCORING TESTS**

All things being equal (i.e., validity, reliability, etc.) the district shall purchase standardized district-wide tests which are machine scorable. Such tests shall be machine scored where timely submission of tests have been made to the building principal. Teachers shall be consulted at the building level and teacher recommendations shall be considered in the development of testing schedules so that the test results can be used to maximum advantage by the classroom teachers.

33. **ELECTRONIC TEST SCORING**

A study shall be made of the possibility of using electronic data processing procedures for the grading of objective teacher prepared tests.

34. **DISTRICT-WIDE COMMITTEES**

Announcement will be made to all staff members and the P.C.T. regarding the establishment

of district-wide committees working within the established school day. Interested staff members may apply to serve on these committees.

Whenever possible, information will be provided in the announcement regarding the meeting time and the amount of time that will be involved in the committee activity. These committees shall elect a chairperson and committee members will have the right to issue minority reports.

In addition to committees at the building and district level that will operate within the framework of the established day, there will be certain committees relating to district professional objectives that will require involvement of the committee members beyond the established day.

Announcement will be made to all staff members and the P.C.T. regarding the establishment of these "extra time" committees to work on district professional objectives and interested staff members may apply to serve on these "extra time" committees.

Whenever possible, information will be provided in the announcement regarding the meeting times and amount of time that will be involved in the committee activity. These announcements will be made at least five (5) school days before the deadline for submission of an application by any staff member and applicants appointed to the committee shall be notified of their appointment within two (2) days following action by the Board. These committees shall have a chairperson elected from among those committee members appointed by the Board of Education. Committee members have a right to issue minority reports.

Staff members appointed by the Board of

Education to serve on these "extra time" committees shall be compensated.

In addition to those members appointed by the Board of Education, the P.C.T. may send one working member to district-wide committees dealing with district objectives and relating to teachers and teaching.

Committee reports and minority reports, if any, shall be made available to the P.C.T. and may be discussed at the monthly meeting with the Superintendent.

Any implementation of these reports shall in no way violate the Agreement.

35. SCHOOL YEAR

The school year shall extend from the first Tuesday after Labor Day and shall continue to no later than Friday of Regents' Week examinations in June, excepting that teachers not completing normal responsibilities will be expected to remain and complete them no later than the last day of June.

36. SCHOOL CALENDAR

(a) The School Calendar shall be adopted by the Board of Education no later than May 15th and published immediately thereafter.

(b) (1) Commencing with the school year 1982-83, teachers shall be in attendance no more than 181 days, 180 of which shall be days of instruction, with students and one (1) of which shall be a Superintendent's Conference Day. In addition, teachers shall attend evening Parent-Teacher Conferences pursuant to paragraph 23. hereof.

(2) The school calendar, as adopted by the Board of Education shall contain no more than three (3) additional days of instruction to provide for weather or other contingencies which may cause a closing of the schools. These additional days of instruction shall be identified in the calendar as days which shall be eliminated from the calendar in keeping with the school year commitment as referred to in paragraph (b) 2) above in the event no contingency arises which requires the closing of schools.

(3) The school calendar, as adopted by the Board of Education, shall also identify days that shall be added thereto by the Board of Education as may be needed in the event that weather or other conditions prevent the fulfillment of the school year commitment as referred to in paragraph (b) 2) above.

(4) For the school year 1982-83, the Superintendent's Conference Day heretofore conducted on the first day of school and known as Teacher Orientation Day, shall be eliminated and replaced by a Superintendent's Conference Day which shall occur on Election Day. For the school year 1983-84 and thereafter, the above shall occur at the sole discretion of the Superintendent.

(c) Elementary report card days and Parent-Teacher Conference days shall be identified after consultation with teachers as to appropriateness of dates, in the Board adopted calendar.

37. SNOW DAYS

In the event schools will be closed because of snow conditions, notification to teachers will be made no later than one and one-half (1 1/2) hours prior to the scheduled start of school.

38. END OF YEAR SCHEDULE

(a) Grades K-6 - One day of shortened session in May for purposes of pupil grouping. Students to have a shortened schedule of not more than one-half (1/2) day, with precise dismissal time determined by bus schedules, for the last day of Regents' Week.

(b) Grades 7-8 - Students to have a shortened schedule of not more than one-half (1/2) day with precise dismissal time to be determined by bus schedules for each of the last two (2) days of Regents' Week.

(c) Grades 9-12 - Traditional Regents' Week schedule to be followed.

39. LENGTH OF SCHOOL DAY

1. The length of the school day for teachers shall be as follows:

K-4

|                           |                    |
|---------------------------|--------------------|
| Monday and Wednesday      | 7 1/2 hours        |
| Tuesday, Thursday, Friday | 6 hours 40 minutes |

5-12

Monday through Friday 7 hours

Notwithstanding any Memorandum of Agreement, policy or practices to the contrary regarding early departure by teachers at the middle and high schools on Friday, the total number of hours per week for all teachers K-12 shall be 35 hours.

2. Whenever possible, professional meetings will be held within the established

teacher's day.

These hours may be modified in special circumstances by the school administration when necessary.

3. In addition, all teachers shall be required to attend 18 hours of staff development activities annually as determined by the Superintendent of Schools in consultation with the Staff Development Committee, without additional compensation. Except as indicated below and excluding a maximum of 15 minutes to allow for travel between buildings, these activities shall be scheduled in two hour increments contiguous to the end of the teacher workday on days when schools are otherwise in session.

On those occasions when the Superintendent determines to conduct staff development on other than a building-wide basis, the following principles shall apply:

a) Said session shall be of two hours duration and shall commence no later than 15 minutes after the end of the teacher workday at the last school to close from which teachers are participating in the session.

b) Said session shall be preceded by a staff development session at the building level at the earlier closing building(s) attended by a maximum of all staff at the building and a minimum of those teachers participating in the session referred to in subparagraph "a".

c) The initial building level staff development session shall be scheduled contiguous to the end of the teacher workday and shall end so that the second session begins no more than 15 minutes after the end of the teacher workday in the latest closing school so as to allow for travel

time. The initial session shall be counted toward the fulfillment of teachers' 18 hour commitment pursuant to this paragraph.

4. A calendar of staff development sessions shall be created by the Superintendent of Schools and given to the staff no later than June 1 of the preceding school year for the fall semester and no later than November 1 for the following spring semester. For the year 1999-2000, the calendar of staff development activities for the fall semester shall be created and distributed no later than October 1, 1999.

a) Teachers serving in yearly non-tenure positions whose responsibilities conflict with the above referenced staff development activities shall meet with their building principals who shall in consultation with said teachers develop a plan for the make-up of staff development activities. Notwithstanding the above, in the event an actual athletic competition conflicts with a scheduled staff development session as to date and time, the principal shall provide for make-up of the said session. In addition, the principal's decision shall not result in the cancellation of an athletic competition for failure to conduct the minimum number of practices required by a sanctioning body by reason of assignment of all coaches to staff development activity. Make-up of staff development sessions or such other responsibilities shall take place on days when school is otherwise in session.

b) For the school year 1999-2000, teachers who have already enrolled in approved courses which conflict with the scheduled staff development activities shall follow the make-up procedure set forth in paragraph (a) above.

c) Staff development sessions missed by reason of use of sick leave entitlement on a



school day shall be made up as determined by the principal in consultation with the teacher.

40. AFTER SCHOOL ACTIVITIES

Sponsors of activities may recommend to the building principal the number of paid chaperons necessary for student safety.

41. RESEARCH FUND

Individual proposals by teachers may be submitted to a district-wide research evaluation committee which shall select the best proposals presented and make written recommendations to the Superintendent and the Board. Funds for those proposals accepted by the Board shall be included in the following year's budget.

42. SPECIAL PROJECTS

The Union will be notified of any anticipated funds from outside sources affecting teachers and the Union and the Board shall consult on any anticipated changes in the terms and conditions of employment resulting from programs funded from such sources.

43. EMPLOYEE ASSISTANCE PROGRAM

(a) Statement of Purpose

The PCT and the Plainview-Old Bethpage School District agree that alcoholism, drug abuse, stress, emotional problems, mental difficulties, and/or other factors can affect an employee's job performance negatively, whether the problem is experienced by the employee or a member of his/her immediate family. The parties further agree that

those employees experiencing diminished job performance as a result of one or more of the above problems can and should be helped to the extent possible to overcome the problems affecting the quality of their work so that they can be returned to their former level of productivity and health.

(b) Establishment of Employee Assistance Program

For the school year 1986/87, the PCT and the District agree to enter into a relationship with the Employee Assistance Program of the Labor Education Community Services Agency, hereinafter EAP, for the purpose of providing referrals for District employees and members of their immediate families to a battery of quality services designed to meet the needs of employees or members of their immediate families who are experiencing one or more of the above problems (see Statement of Purpose). The parties recognize, however, that the decision to seek treatment for one or more of the above problems is strictly up to the employee and that under no circumstances will either the District or the PCT coerce or pressure an employee into seeking treatment either for himself/herself or immediate family members. No record of an employee's participation in the EAP shall be provided to the District or the PCT. For the school years 1987/88 and 1988/89, the District and the PCT shall meet to determine through which agency EAP shall be implemented.

(c) Labor/Management EAP Committee

The P.C.T. and the District agrees to form a committee to work with representatives of the EAP to design and implement an ongoing program to deal with the prevention of alcoholism, drug abuse, job related stress, and other mutually

identified problems. The EAP Committee will also be responsible along with the EAP Coordinator employed by L.E.C.S. for the development of the presentations and materials aimed at familiarizing the staff to the existence of the EAP.

1) The P.C.T. and the District will each select three representatives to serve on the EAP Committee.

2) The EAP Committee will minimally meet after school on a monthly basis.

3) The EAP Committee shall devise and implement an ongoing informational program to familiarize employees with the EAP program and encourage them to utilize the program.

4) The EAP Committee shall make recommendations to the District and the PCT on such changes to the EAP program as they may deem appropriate. All changes in the program, however, shall be made solely by mutual agreement between the District and the PCT.

5) The District shall be responsible for the reasonable fees of L.E.C.S. or successor agency. The District's responsibility shall be limited to fees charged in connection with referral service only, shall in no way extend to fees charged by said agency for other services including but not limited to treatment services. The District's contribution shall not exceed the early sum of \$17,175.00 for the school years 1993/94, 1994/95 and 1995/96. In the event of the expiration of this contract prior to agreement between the

parties as to a successor agreement, the District's contribution shall remain at the 1995/96 rate referred to above until such time as the parties agree to change the rate contribution by the District.

44. **STAFF DEVELOPMENT**

(a) The District and the PCT shall establish a Staff Development Committee (SDC). The SDC shall be made up of:

1) Three (3) representatives designated by the PCT.

2) Three (3) representatives designated by the Superintendent.

(b) The functions of the Staff Development Committee shall be:

1) Collection and circulation of information about professional meetings and conferences.

2) Generation of proposals for in-service courses and programs.

3) Development and implementation of an orientation program for new staff.

4) Making budgetary proposals to the Superintendent on the financial resources necessary to implement programs developed by the committee.

(c) The Staff Development Committee shall meet periodically on an after school basis.

45. DRIVER EDUCATION

(a) No maintenance, gas pumping, cleaning of car or any other servicing to be required of the driver education teacher.

(b) Emergency service to be provided.

(c) Driver education will have its own snow chain which will be called first.

(d) Textbooks, supplies and instructional material should be available in the building in which the instruction takes place.

(e) No car will be moved without standard safety equipment being present and in working order. In addition, all vehicles will be equipped with an instructor's brake, a right side view mirror and an instructor's rear view mirror.

(f) Class Size (effective 7/1/73)  
Summer Session 24 students  
Fall and Spring Sessions 28 students

(g) Teacher attendance at Registration not mandatory.

46. LIBRARY BUDGET

One of the educational goals of this district is that the district-wide library program will meet the minimum standards of the American Library Association.

47. LIBRARY MATERIALS CENTER

The concept of the Knapp Library Project shall continue to be implemented equitably throughout the district.

48. CHAUFFEURING OF STUDENTS

Teachers will not be required to drive pupils to activities which take place away from the school building.

49. PETTY CASH

The present practice concerning the administration and the amount of the petty cash fund in each building shall be continued to provide for the purchase of those educational aids needed for the instructional program in the classroom. All requests will be handled pursuant to an equitable and consistent procedure applicable to all teachers.

Each approved petty cash purchase shall not exceed fifteen dollars (\$15.00).

50. PARKING LOTS

The district shall make every effort to make parking lots safe for driving and walking for students and staff.

51. DISTRICT INSURANCE

(a) Workers' Compensation

1) Notwithstanding the provisions of existing policy, an employee who sustains an on-the-job injury and who is disabled to the extent that he/she is unable to work shall receive full pay during his/her absence due to such injury without charge to accumulated sick leave entitlement subject to the conditions enumerated below.

## 2) Definitions

a) An on-the-job injury is an injury deemed by the Workers' Compensation Board to be covered by Workers' Compensation Law.

b) Disability means a physical condition caused by an on-the-job injury rendering the employee unfit for work.

c) Claim for Workers' Compensation means completing and executing the Form provided by the Business Office for filing a claim for benefits under the Workers' Compensation Law.

3) Any employee shall be entitled to benefits described in 1) above if the employee files a Workers' Compensation Claim Form with the District's Business Office within two (2) working days after the date of the accident or within two (2) working days after the employee is physically able to file such report.

4) The District shall have the right to have the employee examined periodically by a doctor of its choice for the purpose of determining the continued eligibility of the employee to receive the benefits of this section. Based on such examination, the District shall determine whether or not the employee can return to his or her regular position for full or part-time duty. If the employee is dissatisfied with the findings of such doctor and/or the determination by the District as to whether he/she can return to duty, the employee shall have the option of requesting an examination by another doctor of appropriate specialty. The request for the designation of a new doctor shall be made to the District and be forwarded within two (2) days of receipt to the Nassau County Medical Society, which

shall refer the parties to a list of three doctors of appropriate specialty. The District shall choose one doctor from the list supplied by the Medical Society. The findings of such doctor as to whether or not the employee can return to his/her position shall be final and binding on the District and on the employee. The District shall pay the costs and fees of the medical examination.

Failure or refusal of the employee to submit to any relevant medical or physical examination required by the District shall render the employee ineligible for the benefits of this section.

5) The employee shall receive full pay as referred to above for a maximum period of one hundred and eighty (180) consecutive working days, the first day of which must commence within fifteen (15) working days immediately following the day of the accident.

6) If, following a period of continued and uninterrupted disability of less than one hundred and eighty (180) working days, an employee returns to work, and is thereafter absent again within fifteen (15) days of his/her return to work, and the absence is due to the original injury claimed, he/she shall receive full pay without charge being made against his/her sick leave to a maximum number of consecutive working days which, when added to the number of days the employee was absent from the date he/she first sustained his/her injury shall equal one hundred and eighty (180).

All subsequent absences attributable to the original injury shall be compensated either under the Worker's Compensation Law or shall be charged to sick leave, at the option of the employee.

7) The payment of hospital, doctors and other medical expenses occasioned by an injury



deemed covered by the Workers' Compensation Board shall be paid pursuant to the provisions of the Workers' Compensation Law.

8) During any period of time that the employee receives full pay from the District pursuant to the provisions of this section, or through the utilization of sick leave entitlement, the District shall be entitled to said employee's Workers' Compensation salary benefits.

9) With reference to paragraph 4) above, in the event the employee is found to be able to work a portion of his/her workday, for each such day worked, it shall be considered that one-half (1/2) day has been utilized against the maximum 180 working days entitlement referred to in paragraphs 5) and 6) above. In the event the employee is found to be able to work a portion of his/her workday, it is understood that for each such day of partial service the employee shall be paid his/her regular day's salary to the limit of 180 days as stated above.

(b) All teachers will continue to be covered for property damage resulting from proven negligence on the part of the school district.

52. VACCINATIONS

Flu shots shall be provided for all teachers at no cost to them.

53. PROFESSIONAL CONFERENCES

Funds shall continue to be provided for teachers' attendance at professional conferences under Board policy and Administrative procedures provided such funds shall be made available and distributed in a fair and equitable manner.

54.

LEAVE ALLOWANCE

(a) In addition to unused accumulated leave previously credited to each teacher, teachers of the Plainview-Old Bethpage School District will be credited with fourteen (14) days leave per year pro-rated in accordance with the provisions of the Education Law. Reasons for absence and special conditions and procedures related thereto, shall continue on the basis of established regulations for leave allowance.

Effective July 1, 1984, yearly sick leave entitlement shall be accumulated pursuant to the following schedule:

|              |                    |
|--------------|--------------------|
| September 30 | 3 days             |
| October 31   | 1 day total of 4   |
| November 30  | 2 days total of 6  |
| December 31  | 1 day total of 7   |
| January 31   | 2 days total of 9  |
| February 28  | 1 day total of 10  |
| March 31     | 1 day total of 11  |
| April 30     | 2 days total of 13 |
| May 31       | 1 day total of 14  |

The above provision shall be effective September 1, 1984 for all teachers except those hired effective September 1, 1984 and thereafter for whom said provisions shall become effective in the following September.

Notwithstanding existing regulations for chargeable leave allowance or existing practices to the contrary, maximum leave entitlement is three (3) days per year plus two (2) personal days as per paragraph 56, hereof, for reasons other than personal illness or illness in the family. Notwithstanding existing regulations for leave allowance or existing practice to the contrary, maximum leave entitlement is seven (7) days per

year cumulative to twenty-one days for illness in the immediate family. The parties acknowledge that as to bereavement leave, said regulations shall require that it shall be taken on days contiguous with the death for which authorized absence is sought.

(b) Accumulated leave shall be extended to 400 days.

55. SUMMER SCHOOL ABSENCE LEAVE

Summer school teachers are entitled to one day's sick leave per summer session. This, however, shall not be cumulative.

56. PERSONAL LEAVE

Personal leave will be available if the presence of the employee is required for emergencies or other urgent business which cannot be transacted outside of school hours, and which is not covered elsewhere in the leave policy (see present District Absence and Leave Policy). A maximum of two days per year of such leave will be allowed, deducted from accumulated allowance, notification to be submitted to the Superintendent of Schools, in writing, at least 48 hours in advance, whenever possible, with a copy of such notification to the building principal. Approval will be questioned only in those cases where staffing difficulties could result or where such leave is requested on a Monday or a Friday, or the day after or day before a vacation period or holiday recess period. A specific reason for such leave shall not be required except where such leave is requested on a Monday or a Friday, or the day after or day before a vacation period or holiday recess period.

57. EXTENDED LEAVE

(a) There shall be twenty-eight (28) days of extended leave.

(b) Teachers, who as a result of extended illness, have used all of their accumulated leave and part of their extended leave may, in the same year of their extended illness, utilize the unexpended balance. The request for the additional days must be related to the cause for which the extended leave was originally granted. In addition, the request will be subject to all conditions of Policy 4151.1A Extended Personal Illness.

(c) Any teacher who has borrowed days pursuant to this paragraph shall be required to repay said days from his/her next credited entitlement(s) provided that no teacher shall be left without at least three days of accumulated leave at the start of the next year of employment. In the event that all such borrowed days are not repaid pursuant to the above, prior to the termination of employment, the District shall be entitled to withhold salary at the end of employment until such time as re-payment has been made.

58. SICK LEAVE BANK

Any tenured teacher who has been absent from work due to medically certifiable long-term illness or injury resulting in disability shall be eligible to draw up to a maximum of fifty (50) days from a sick leave bank.

Such sick leave bank shall be established by deducting one (1) sick day per tenured teacher, per year from each, to a maximum of two times the number of tenured teachers as determined on

October 1 of each year. No tenured teacher who has already contributed to the bank shall have additional days deducted from his/her sick leave entitlement until tenured teachers who have not yet made an initial mandatory contribution of one (1) day have done so. In the event the Bank is reduced by the use thereof to less than forty percent (40%) of the allowable days in the bank, at the commencement of the school year immediately following such event and, if necessary, at the commencement of each succeeding school year a further deduction of one sick day from the accumulated sick leave of each tenured teacher shall be made until the number of days in the Bank exceeds fifty percent (50%) of the maximum allowable days, to the extent resulting from a uniform annual deduction of one day per tenured teacher. Voluntary contributions by staff beyond the single day contract contribution will be accepted.

Voluntary contributions by staff in the last year of their employment shall be limited to a maximum of five (5) unused accumulated sick days. Teachers who are excessed and subsequently rehired shall be permitted to reclaim any unused accumulated sick days contributed to the bank.

A teacher shall be eligible to draw upon the Bank in the event of a long term continuous disability which exhausts all sick leave plus twenty-eight (28) days of extended leave, if available.

In no event shall there be any drawing against absences during the months of July and August.

In no event shall a teacher be eligible to draw upon the sick leave bank under the following circumstances:

(a) Disability resulting from Workers' Compensation cases;

(b) Pregnancy that does not involve disability;

(c) Self-inflicted injuries;

(d) If collecting disability compensation from Welfare Fund.

The Sick Leave Bank shall be established and administered by the Sick Leave Fund Committee as established and appointed by the P.C.T. and the resolution of any disputes as to the allocation of days to eligible teachers shall be determined by and be the responsibility of the said Sick Leave Fund Committee. The Board shall have no responsibility nor obligation with respect to the administration of the sick leave bank, nor to the manner of allocation of days to the eligible teachers.

**59. LEAVE FOR EMPLOYMENT OUTSIDE OF SCHOOL DISTRICT**

A leave of absence granted under Policy 4152.2 approved May 18, 1965, may be credited for salary purposes if leave time is spent in an activity where a salary credit is usually given. Individuals given such leave must confirm their intentions in writing to the district no later than March 1st of the calendar year in which they are scheduled to return. (Replace Item 4 of the above mentioned policy - see attachment.)

**60. LEAVE OF ABSENCE**

Notwithstanding any prior policy or practice to the contrary, effective for the 1989/90 school year and thereafter, no previously granted unpaid

leave of absence may be extended beyond its original period within a given school year. No teacher shall be permitted to return from unpaid leave of absence except at the beginning of a semester. However, return from leave taken pursuant to the Family and Medical Leave Act of 1993 shall be governed by Section 108 thereof.

Leaves of absence awarded pursuant to this paragraph shall be for a maximum of two years.

61. RELEASED TIME FOR SUMMER INSTITUTES

Early departure shall be granted with full pay to any teacher undertaking any study which is supported by any type of grant from State, Federal and local governments, or accredited institutes, excepting that the Superintendent reserves the right to determine if absence of personnel would impede effective operations of the school or department. In case of early departure being denied, the Superintendent will, at the request of the teacher inform the institute, in writing, of the reason for the teacher's non-attendance.

Any monies received from other sources during this period would be deducted from the amount paid by the District, not including monies paid for subsistence of dependents and travel. No permission for departure may be granted, however, earlier than the beginning of the last full week of the school calendar.

62. CLASSROOM FOR CHILD CARE PROGRAM

In the event that the PCT elects to operate a Child Care Program, the Board of Education shall provide one classroom for said purpose provided:

- a) The program be of a non-sectarian and non-

discriminatory nature;

b) The program is open only to -  
PCT/CUPCT/Substitute unit members; and

c) The program begin no earlier than 7:00  
a.m. and conclude no later than 7:00 p.m. on days  
when school is in session

63. SIGN IN/SIGN OUT

Teachers will sign in with signature and time at the beginning of the day and sign out with signature and time at the end of the day pursuant to procedures developed by the Superintendent. The use of mechanical, electrical or electronic devices such as, but not limited to, time clocks are expressly prohibited.

64. PARTIAL DAY ABSENCE

A deduction from accumulated sick leave entitlement, or in salary, whichever is applicable, will be made equivalent to time lost for partial day absence as follows:

Teachers who are absent one-half (1/2) day (3 1/2 hours or less) shall receive a deduction in salary or accumulated sick leave entitlement of one-half (1/2) day. Teachers who are absent more than one-half day (more than 3 1/2 hours) shall receive a deduction of one (1) day in salary or accumulated sick leave entitlement.

65. JURY DUTY

Teachers receiving a subpoena to serve Jury Duty shall be required to request "on call"



service.

66. ELEMENTARY WORKING CONDITIONS

Reasonable effort shall be made to provide teachers in grades K-4 with coverage in order that they may attend to bathroom functions. This provision shall not be subject to the grievance machinery of this contract.

ARTICLE V

SALARY AND FINANCIAL ARRANGEMENTS

1. SALARY SCHEDULES-TEACHERS AND PSYCHOLOGISTS

The attached salary schedules will be in effect for the school years as indicated.

2. SALARY LANE CHANGES

Changes from one salary lane to another, by virtue of the completion of additional District approved credits, will be made twice yearly, in September and in February, and take effect for the first time in such September and February.

Credits for educational advancement on the salary schedule shall consist of graduate level credits from an accredited institution provided the courses are of a content related to the department, curriculum or course of study taught by the teacher, or are courses in educational methodology, and are approved in advance by the Superintendent of Schools or his/her designee. Said approval shall not be withheld in an arbitrary or capricious manner. Credits may be accrued with in-service credits to a maximum of 40 such credits during the

entire course of a teacher's career. Employees shall receive one credit for 15 seat hours of approved in-service courses. No in-service courses may be used to advance upon the salary schedule up to and including the MA column. However, subject to the maximum number referred to above, approved in-service courses taken by teachers prior to advancing to the MA column may be banked for use in connection with movement after the MA column.

Teachers may apply for approval to take under-graduate courses for lane movement credit above the MA level in the technical areas of Art, Technology and Home and Careers. Such approval may be granted in the sole discretion of the Superintendent of Schools, when in his/her opinion, the courses are necessary for teachers currently working in these areas. Such courses will be treated as in-service courses credited in that manner and subject to all of the in-service related provisions of this contract and Board Policy.

### **3. AUXILIARY SALARY SCHEDULES**

(a) The attached Auxiliary Salary Schedule will be in effect as indicated:

- I. Instructional
- II. Activities Program
- III. Athletics
- IV. Summer School
- V. Driver Education Program
- VI. Miscellaneous

1) Effective September 1, 1999, the 1999-00 Auxiliary Salary Schedule II shall be increased by 3.0%; effective September 1, 2000, the 2000-01 schedule shall be increased by 3.0%; effective September 1, 2001, the 2001-02 schedule shall be

increased by 3.0%; and effective September 1, 2002, the 2002-03 schedule shall be increased by 3.0%.

2) Effective September 1, 1999, the 1999-00 Auxiliary Salary Schedule III shall be increased by 3.0%; effective September 1, 2000, the 2000-01 schedule shall be increased by 3.0%; effective September 1, 2001, the 2001-02 schedule shall be increased by 3.0%; and effective September 1, 2002, the 2002-03 schedule shall be increased by 3.0%.

3) Effective September 1, 1999, the 1999-00 Auxiliary Salary Schedule IV shall be increased by 3.0%; effective September 1, 2000, the 2000-01 schedule shall be increased by 3.0%; effective September 1, 2001, the 2001-02 schedule shall be increased by 3.0%; and effective September 1, 2002, the 2002-03 schedule shall be increased by 3.0%.

#### 4. PAY PERIOD

Each teacher shall receive his/her salary on a bi-weekly basis.

#### 5. TAX SHELTERED ANNUITY

The Board of Education shall continue the Tax Sheltered Annuities Program adopted January 15, 1968, the pertinent provisions of which are:

(a) The District will provide no information or offer any advice or counsel about tax sheltered annuity plans. The entire responsibility of obtaining information, advice and counsel is with the employee. The District's role will be limited to making deductions in salary authorized by the employee and forwarding payments to the insurance company.

(b) Employees may select their own insurance agent and Tax Sheltered Annuity Company.

(c) Beginning with the 1968-69 school year there will be two times during the year that Tax Sheltered Annuity plans can be started --October 1 and February 1. However, agreements must be completed no later than September 15 and January 15 for these respective effective dates.

(d) All policy terminations must be in the Business Office two weeks before the effective date. Participation in another plan can only take place on the October 1 and February 1 dates indicated above.

#### 6. BANK DEDUCTIONS

The teacher shall have the right to authorize in writing the deposit of a given sum of money from each paycheck in the official bank depository of the District or to his/her savings account as maintained by the Nassau Educators' Federal Credit Union. Teachers may request such deduction by September 30 or by February 1. Such deductions shall be made at the time of payroll development and deposited no later than two (2) working days after the day on which teachers have been paid. Teachers wishing to purchase savings bonds may authorize either of the banks listed above to make periodic deductions from their savings account for the purchase of such bonds.

The Union reserves the right to name an additional bank for salary deductions deposits in Nassau County.

#### 7. HEALTH INSURANCE

(a) The Board of Education agrees to pay the full current or future cost of the employees health insurance.

(b) The Board of Education agrees to pay

75% of the total premium cost of the employee's family health insurance under the Empire health insurance plan. Payment by the Board of Education for HIP health insurance plan shall continue as per current practice.

(c) Any unit member shall have the option of dropping his/her health insurance coverage or changing said coverage from the family to individual coverage. The exercising of the option referred to above shall be subject to the rules and regulations of the district's health insurance providers. A unit member who exercises his/her option to drop coverage shall receive 50% of the premium paid by the District for said coverage under the following conditions:

1. The unit member must notify the district no later than October 1st of each school year of his/her decision to drop insurance coverage.

2. A unit member who has exercised his/her option of dropping coverage as referred to herein may not reenter the health insurance plan or coverage unless the district is notified on or before October 1st of each school year. Reentry after October 1st shall be subject to the rules and regulations of the District's providers conditioned upon pro-rata reimbursement of any payments made to the employee pursuant to this provision. All reentry shall be subject to the rules and regulations of the district's health insurance providers.

Payment to the unit member as referred to herein shall be made in two equal installments; the first being on the first pay period in January and the second being on the last pay period in June.

(d) Only teachers serving 1/2 time or greater

shall be eligible for health insurance pursuant to this paragraph except that, teachers employed as of 1/20/94 shall be eligible for health insurance pursuant to this paragraph notwithstanding the fact that they are or may be employed on a less than 1/2 time basis. This provision shall not be construed so as to limit the District's right to abolish or consolidate positions, or to reduce the hours of part-time teachers.

(e) The parties agree that fractional positions which, if consolidated, amount to at least a half-time position, shall be consolidated if:

1) the fractional positions reside within the same tenure area, and,

2) a teacher on staff holding a fractional position is certified in the appropriate tenure area on the date of consolidation, and,

3) no alteration of the starting or ending time of a school's schedule is necessary in order to accommodate the condition of fractional positions.

When a consolidation of part-time teaching positions is possible pursuant to the terms of this paragraph, but the Superintendent of Schools determines that said consolidation is not in the best interest of the academic program of the school(s) in which it is to take place, a holder of the resulting unconsolidated part-time teaching position on staff as of the date of the Superintendent's decision not to consolidate, will receive the same health insurance benefits as full-time teachers. Such benefits are those set forth in Article V, paragraph 7 of the collective bargaining agreement between the PCT and the POBCSD. Part-time teachers shall receive health

benefits as set forth further herein until such time as the costs to the District thereof equal or exceed \$22,400.00 per year. Thereafter, a decision by the Superintendent not to consolidate will result in no health insurance benefits for part-time employees assigned less than half time.

Employees not entitled to paid health insurance pursuant to this paragraph shall be eligible to purchase such insurance at the District group rate provided it is permissible to do so pursuant to the terms of the Plan.

(f) Effective January 1, 1995 and thereafter, the Plainview-Old Bethpage Central School District agrees to implement a Flex Benefits Plan, hereinafter referred to as "Plan", in accordance with Section 125 of the Internal Revenue Service Code and Regulations. All members of the bargaining unit who make application are eligible to participate in the Plan. Participants in the Plan may pay for health and health-related expenses, by way of "pre-tax" payroll deductions. These expenses may include health insurance premiums, medical bills, dental bills, certain dependent care costs, and other expenses as defined and approved by Internal Revenue Service guidelines and regulations. Any savings realized by the District, including but not limited to reduced FICA payments, shall remain District property.

#### 8. WELFARE FUND

(a) The District will contribute to the Plainview-Old Bethpage Federation of Teachers Welfare Fund established in accordance with the Agreement and Declaration of Trust dated July 1, 1970, as may be amended, \$1,105.00 for the year 1999/00; \$1,155.00 for the year 2000/01; \$1,205.00

for the year 2001/02 and \$1,255.00 for the year 2002/03, for each member of the bargaining unit for each of the aforesaid school years.

(b) Said contribution shall be payable in ten (10) monthly installments with the ten (10) months period commencing with September and ending in June.

(c) If the Plainview-Old Bethpage Federation of Teachers Welfare Fund is declared unlawful by the appropriate state agency, then the said monies shall be used to purchase benefits from an insurance carrier licensed to do business in the State of New York and a committee consisting of an equal number of members designated by the Board and the Union shall determine the kind and nature of the benefits. In the event of an impasse, the matter shall be referred to arbitration in accordance with the "Contract Grievance" procedure set forth in this Agreement.

9. **TERMINATION**

(a) **Definitions**

1) Salary is defined as the teacher's basic remuneration received for services rendered in his/her regular position. It includes the teacher's career increment longevity and differentials.

2) It excludes payments for activities programs, athletics, summer school, driver education program and miscellaneous as listed on the Auxiliary Salary Schedules and as similar activities may be added thereto.

3) "One day's pay" is defined as 1/200th of the salary of the applicable year.

(b) **Retirement**

1) Effective July 1, 1978, a teacher



retiring under the New York State Teachers' Retirement System regulations and who notifies the District in writing, no later than May 15th of his or her intention to retire by June 30th, shall be entitled to payment as salary, no later than July 15th, a sum equal to one (1) day's pay for every three (3) days of unused accumulated sick leave entitlement.

2) The ceiling for unused accumulated sick leave for purposes of this section is raised so that a maximum payment of one-half (1/2) year's salary may be paid.

3) The parties agree that this benefit has and shall not be considered a retirement incentive, but rather is an effort to improve attendance.

(c) Death

1) Effective July 1, 1978, one day's pay for every three (3) days of unused accumulated sick leave entitlement will be paid to the estate of any employee who dies while serving as a teacher in the Plainview-Old Bethpage Schools.

2) The ceiling for unused accumulated sick leave for purposes of this section is raised so that a maximum payment of one-half (1/2) year's salary may be paid.

**ARTICLE VI**

**GRIEVANCE PROCEDURE**

**1. DEFINITION OF A GRIEVANCE**

A grievance shall mean a complaint by an employee or group of employees, in the bargaining

unit or by the Union, (1) that there has been as to him/her or to them a violation, misinterpretation, or inequitable application of any of the provisions of this Agreement, hereinafter referred to as "Contract Grievances" or (2) that he/she or they have been treated unfairly or inequitably by reason of any act or condition which is contrary to written policies of the Board of Education, or (3) that he/she or they have been inequitably treated contrary to established practice affecting working conditions. However, the term "grievance" shall not apply to any matter as to which (1) a method of review is prescribed by law, or by any rule or regulation of the State Commissioner having the force and effect of law, or by any by-law of the Board of Education or (2) the Board of Education is without authority to act.

## **2. INITIATION OF A GRIEVANCE**

Every effort should be made to prevent and resolve differences on an informal basis before formal procedures are invoked. Formal grievances must originate in a written complaint stating the facts constituting the grievance and the nature of the grievance by an individual, or group of individuals or the Union, claiming that there is for him/her or them a specific grievance as defined above.

## **3. PROCEDURES IN HANDLING A GRIEVANCE**

An individual or group of individuals claiming a grievance may pursue this grievance through as many of the following steps as they wish except that if an appeal is carried to Level 3, there must be Level 4 action and except that contract grievances cannot be carried to Level 4.

(a) Level 1 - a hearing before and determination by the chief supervisor of the instructional unit - generally the principal of the building and/or his/her representative.

1) The principal and/or his/her representative will arrange a hearing within three school days of receipt of written grievance.

2) The principal and/or his/her representative will render a written decision within three school days after the hearing is concluded.

3) The aggrieved may, within five school days, appeal in writing the decision rendered by the Principal and/or his/her representative.

(b) Level 2 - a hearing of and determination by the Superintendent of Schools and/or his designated agent.

1) The Superintendent or his designated agent, shall arrange for a hearing within five (5) school days after receipt of an appeal from Level 1.

2) The Superintendent or his designated agent, will render a written decision within five (5) school days after the hearing is concluded.

3) The aggrieved may within fifteen (15) school days after receipt of the Superintendent's decision submit to Final and Binding Arbitration all unresolved "Contract Grievances."

4) The aggrieved may within five (5) school days after receipt of the Superintendent's decision submit to advisory arbitration all unresolved grievances other than "Contract Grievances."

(c) Level 3

1) "Contract Grievances" submitted to Final and Binding Arbitration shall be submitted to the A.A.A. in accordance with the Rules and Procedures of the A.A.A. for Labor Arbitration and the award of the arbitration shall be Final and Binding. The award shall be submitted within thirty (30) days

after the hearing has concluded to grievant, P.C.T. and the Board of Education.

2) All grievances other than "Contract Grievances" submitted to advisory arbitration shall be submitted to the A.A.A. in accordance with the Rules and Procedures of the A.A.A. for Labor Arbitration and the award shall be advisory. The award shall be submitted within thirty days after the hearing has concluded, to the grievant, P.C.T. and the Board of Education.

(d) Level 4 - action by the Board of Education - Advisory Arbitration Grievance.

The Board of Education will, within ten (10) school days after receipt of the advisory recommendation, render its decision in writing.

In these hearings, the aggrieved party or parties may appear alone, may be accompanied by any representative they select to assist, or may call upon a representative of the P.C.T. to attend with them and assist. The P.C.T. shall be advised at each level of the nature of the grievance, time and place of the hearing, and may, if it wishes, be represented at each hearing and submit a statement on its interest in the proceedings.

#### 4. SHARING COST OF ARBITRATION

In those instances where a grievance is brought to arbitration, the Board of Education and the aggrieved party shall share the expenses equally.

5. INTENT TO ADHERE TO GUIDELINES  
DEVELOPED IN HEARING

Both the Board of Education and the P.C.T. agree to respect and advise all interested parties to follow the guidelines established in the hearings, and not to continue to create or bring further cases on matters clearly established.

6. STAFF RELATIONS COMMITTEE

(a) The Staff Relations committee shall meet once a month with the principal of the building to discuss matters of teacher welfare and other items included in the Staff Relations Plan. Applicable items in the Staff Relations Plan are listed below.

This committee shall be composed of three members appointed by the Union, one of whom shall act as chairperson of the committee.

- |                |           |
|----------------|-----------|
| 1. Page 6      | - III A.3 |
| 2. Page 7      | - III B.6 |
|                | - III B.7 |
|                | - III B.8 |
| 3. Pages 8 & 9 | - V       |
| 4. Page 9      | - V       |

A.1  
A.2  
A.3

(b) However, notwithstanding any policy or practice to the contrary, the parties agree that, except as set forth below, the Staff Relations Committee shall not meet during the 9th period at the Middle or High Schools. The Staff Relations Committee shall be entitled to a maximum of one meeting of the committee per month during the 9th period and a maximum of one additional meeting per

month during said period with building staff.

If the S.R.C. wishes to utilize a part of a professional period or on occasion, an entire professional period, a request must be made to the Building Principal on each occasion so that he/she can consider providing reasonable time for such meeting, taking into account his/her planned schedule for use of professional time and the many and varied professional activities that are also designed to involve teachers in many ways in the planning and operation of the school.

Items in Staff Relations Plan for All Employee Groups applicable to STAFF RELATIONS CLAUSE above.

Page 6 -

III. A.3 - The method of election is to be determined by the Executive Committee of the Recognized bargaining agent.

Page 7 -

III. B.6 - The preparation of the agenda for meetings of the local school S.R.C. and the administration is the responsibility of the local S.R.C. The principal may add to the agenda such matters that he/she may wish to discuss. It is desirable that the principal present matters of policy and administration sufficiently in advance of the final decision on these matters so that the opinion of the S.R.C. may be duly considered and weighed by the administration.

B.7 - The S.R.C. shall have the right to post notices and minutes of their meetings on an official bulletin board and to place material in teacher letter boxes. A bulletin board shall be made available in each faculty room for the posting of these notices.

B.8 - Local S.R.C. should have reasonable

time at general conferences to present and discuss matters of importance to the faculty.

Pages 8 & 9

**V. PROCEDURES TO PROMOTE STAFF PARTICIPATION IN  
PEDAGOGIC AND ADMINISTRATIVE POLICY MATTERS**

In order to make possible better communication among the Board of Education, the Superintendent, and the Teaching and Administrative staff, procedures shall be established for consultation on the local and district-wide levels.

Policy may be defined as the rules, practices, conditions, and by-laws for which the Board of Education, the Superintendent, and/or local principals are responsible.

Policy is set or authorized by certain documents, such as the laws of the State of New York, state and local regulations such as the by-laws of the Board of Education, budgetary provision, directives of the Superintendent, and local school regulations. Since policies are binding on all members of the school organization the formulation of policy should be the responsibility of all concerned. The proper execution of policy, however, is primarily a supervisory responsibility.

Policy governs and guides supervisory and staff action and should provide equal rights privileges and responsibilities to all those similarly situated.

Page 9

A. The following items are typical of those which may be discussed at meetings of the S.R.C. and the principal:

(1) School Routines and Procedures

- (a) Clerical duties, timing, easing of burdens
- (b) Homeroom duties
- (c) Guidance Procedures
- (d) Discipline procedures, etc.

(2) Program and Administration

- (a) Class Size
- (b) Rotation of difficult classes and assignments
- (c) Extra curricular assignments
- (d) Teacher assignment and programming

(3) Curriculum

- (a) Introduction and implementation of courses of study and program.
- (b) Adaptation of curriculum to meet local needs.

7. IMPLEMENTATION

No claim shall be heard under this procedure unless a written notice of claim setting forth the facts constituting the grievance is served upon the principal of the school in which the grievant is employed no later than ninety (90) days after the occurrence of the events constituting the grievance.

**ARTICLE VII**

**DURATION OF AGREEMENT**

This Agreement shall be effective as of July 1, 1999 and shall continue in full force and effect through June 30, 2003.



All existing agreements not superseded or amended by this Agreement shall remain in effect. If any existing agreement or policy is inconsistent with the terms of this Agreement, the terms of this Agreement shall control.

#### **ARTICLE VIII**

##### **CONFORMITY TO LAW - SAVING CLAUSE**

If any provision of this contract be contrary to law, then such provision shall be deemed invalid, but the balance of the contract shall remain valid and in full force and effect, and the parties shall meet immediately to agree on substitute provisions for the purpose of insuring that the members of the bargaining unit suffer no loss of salary or benefits without providing equal substitute monetary compensation or benefits.

Similarly, if any provision of this contract be declared contrary to law, the parties shall meet immediately to agree on substitute provisions, the cost of which to the district shall be no greater than the cost would have been had the original provision not been declared contrary to law.

In the event that any provision of this Agreement is or shall be declared contrary to law, all other provisions of this Agreement shall continue in effect.

#### **ARTICLE IX**

##### **LEGISLATIVE ACTION**

It is agreed by and between the parties that any provision of this Agreement requiring legislative action to permit its implementation by amendment of law or by providing the additional

funds therefore, shall not become effective until the appropriate legislative body has given approval.

## **ARTICLE X**

### **NO STRIKE PLEDGE**

The Union and the Board subscribe the principle that differences shall be resolved by peaceful and appropriate means without interruption of the school program. The Union, therefore, agrees that there shall be no strikes, work stoppages, or other concerted refusal to perform work by the employees covered by this Agreement, nor any instigation thereof.

## **ARTICLE XI**

### **AGENCY SHOP**

The District shall notify all employees who are currently on the payroll within the title covered by this Agreement that those employees who are not members of the Union shall have deducted from their salary an agency shop fee.

Every employee appointed after the effective date of this provision who does not join the Union at the time of appointment shall have an agency shop fee deducted. If the employee joins the Union, such agency shop fee deduction shall be discontinued on the same date the dues check-off authorization takes effect. The Union shall be obligated to immediately provide the District with the name of any employee in connection with whom such agency fee deduction should be discontinued.

An employee who terminates Union membership, shall have deducted from his/her salary an agency shop fee. Such agency shop fee shall be effective on the same day as the revocation of authorization for dues deduction takes effect.

The agency shop fee for each employee covered by this Agreement shall be deducted from the employees's regular paycheck only and shall be in amount equal to the periodic dues levied by the Union for employees in the affected titles as currently checked off by the School District, and, except as referred to in this Article, shall be deducted in accordance with the same rules and procedures currently employed by the District in connection with the authorized dues deduction. The Union shall certify to the School District the appropriate amount or rate for the agency shop fee deducted.

The District shall transmit, no later than the first working day of the second month following the month in which the agency shop fee has been collected, the total of such agency shop fee deductions collected at the same rates as are provided for the check-off of membership dues.

Changes in the amount of any agency shop fee deduction shall be effective at the same time as is the practice with changes in membership dues deductions. Request for changes in the rate of dues deductions shall be deemed to be a request for a change in the agency shop fee.

Upon receipt by the School District of the notice of change in the amount of the agency shop fee deductions, employees having the agency shop fee deducted shall be notified, in writing, by the payroll office of the change in the amount to be deducted periodically and the date on which such new deduction will begin. A copy of this notice shall be sent to the Union.

The Union shall refund to the employees any agency shop fees wrongfully deducted and transmitted to the Union.

No assessments of any kind or nature will be collected through the agency shop fee deduction.

The District shall not be liable in the operation of the agency shop fee deductions for any mistake or error of judgement or any other act of omission or commission, and the Union agrees for itself, its successors and assigns to at all times indemnify the District and/or the Board of Education against any and all claims, suits, actions, costs, charges and expenses including court costs and attorneys' fees, and against all liability and losses and damages of any nature whatsoever that the District and/or the Board of Education shall or may at any time sustain or be put to by reason of the inclusion of the above Agency Shop fee Article in the collective bargaining agreement between the Union and the District.

The Union affirms that the NEA, the NEA/NY and the PCT have established and are each maintaining a procedure which provides for the refund, to any employee demanding the same, of any part of an agency shop fee which represents the employee's pro rata share of expenditures by the Union in aid of activities or causes of a political or ideological nature only incidentally related to terms and condition of employment. It is expressly agreed that in the event such procedure is disestablished by any of the above-referred to organizations, then this Article insofar as it relates to agency shop fee deduction, shall be null and void.

In the event that any provision of this Article is found to be invalid, such invalidity

shall not impair the validity and enforceability of the remaining provisions of this Article.

## ARTICLE XII

### SUSPENSION OF TEACHER

(a) A teacher who has been suspended from school pursuant to Section 3020-a of the Education Law shall receive his/her regular full pay to which he/she would otherwise be entitled pursuant to Article V of the collective bargaining agreement and all fringe benefits for a period of a maximum of fifteen (15) school months (1 1/2 years salary) as follows: 14 school months (1.4 school year salary) commencing from 30 days from the date of suspension or the constitution of the tenure panel, whichever comes first. Thereafter, any suspension may be without pay.

(b) The payless suspension provision referred to above shall be invoked by the Board of Education a maximum of one time per school year cumulative to three times during the life of the contract.

(c) Delays in the hearing held pursuant to Education Law Section 3020-a caused by the Board of Education shall not be charged against the period referred to above.

(d) A teacher who is acquitted by the tenure panel after the expiration of the aforesaid period shall be restored to the District's payroll during any appeal to the Commissioner of Education by the Board of Education.

(e) In the event that the teacher is not discharged after all hearings and appeals (if taken) are concluded, said teacher shall receive

full back pay less any penalty imposed as a result of said proceeding.

(f) There shall be a 24 month moratorium commencing September 1, 1981, on the implementation of any payless suspension pursuant to paragraph (a) and accumulation pursuant to paragraph (b).

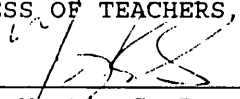
### ARTICLE XIII

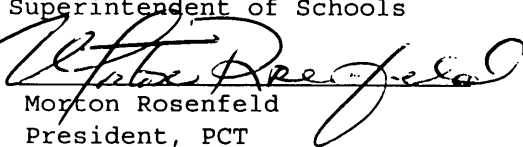
#### NO REPRISAL CLAUSE

The parties agree that they wish to restore sound working relationships. No reprisals shall be sought by the School District due to the withholding by a teacher (or clerk) of his/her services for the period of August 28, 1981, through the execution of a Memorandum of Agreement. Similarly, no reprisals shall be taken by the Union due to the failure to withhold services during the period referred to above. This clause shall not be construed to relate to matters covered by statute.

AGREEMENT MADE AND ENTERED INTO THIS 1ST DAY OF  
JULY, 1999.

Between PLAINVIEW-OLD BETHPAGE SCHOOL DISTRICT,  
PLAINVIEW, NEW YORK) and the PLAINVIEW-OLD BETHPAGE  
CONGRESS OF TEACHERS, NEA/NY.

By   
Dr. Martin G. Brooks  
Superintendent of Schools

By   
Morton Rosenfeld  
President, PCT

Date: 8/7/00

# Teacher Salary Scale 1999-2000

| STEP | BA    | BA15  | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1    | 37026 | 39080 | 40590 | 44684 | 43320 | 44684 | 46049 | 47417 | 49468 | 51527 | 52969 |
| 2    | 38857 | 40910 | 42694 | 46788 | 45428 | 46788 | 48155 | 49519 | 51571 | 53629 | 55073 |
| 3    | 40683 | 42738 | 44800 | 48892 | 47530 | 48892 | 50258 | 51622 | 53673 | 55732 | 57176 |
| 4    | 42512 | 44568 | 46902 | 50993 | 49635 | 50993 | 52359 | 53724 | 55773 | 57833 | 59278 |
| 5    | 44343 | 46397 | 49012 | 53093 | 51739 | 53093 | 54464 | 55829 | 57878 | 59938 | 61381 |
| 6    | 45754 | 47807 | 50696 | 54778 | 53428 | 54778 | 56149 | 57511 | 59562 | 61623 | 63064 |
| 7    | 47627 | 49682 | 52845 | 56931 | 55578 | 56931 | 58299 | 59661 | 61711 | 63771 | 65213 |
| 8    | 49503 | 51557 | 54998 | 59081 | 57733 | 59081 | 60448 | 61812 | 63862 | 65919 | 67367 |
| 9    | 51377 | 53433 | 57153 | 61232 | 59880 | 61232 | 62598 | 63960 | 66015 | 68072 | 69512 |
| 10   | 53254 | 55313 | 59304 | 63380 | 62035 | 63380 | 64748 | 66113 | 68163 | 70223 | 71666 |
| 11   | 53766 | 55825 | 60095 | 64168 | 62824 | 64168 | 65533 | 66901 | 68949 | 71008 | 72452 |
| 12   | 55643 | 57702 | 62246 | 66317 | 64975 | 66317 | 67684 | 69049 | 71102 | 73160 | 74602 |
| 13   | 57523 | 59577 | 64395 | 68467 | 67128 | 68467 | 69833 | 71200 | 73248 | 75309 | 76755 |
| 14   | 59490 | 61548 | 66617 | 70710 | 69342 | 70710 | 72071 | 73434 | 75484 | 77540 | 78992 |
| 15   | 63128 | 65170 | 70773 | 74872 | 73509 | 74872 | 76233 | 77607 | 79651 | 81705 | 83159 |

## CAREER AND LONGEVITY PAYMENT

- Teachers who have completed seven years of service in the district will receive a \$200.00 career increment in addition to their appropriate base salary.
- Teachers who have completed 15 years of service in the district will receive an additional \$800.00 career increment to a total of \$1,000.00 in addition to their base salary.
- Teachers who have completed 20 years of service in the district will receive an additional \$850.00 career increment to a total of \$1,850.00 in addition to their base salary.
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- Teachers who have completed 30 years of service in the district will receive an additional \$750.00 career increment to a total of \$3,350.00 in addition to their base salary.



# Teacher Salary Scale 2000-2001

| STEP. | BA    | BA15  | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1     | 38549 | 40665 | 42220 | 46437 | 45031 | 46437 | 47843 | 49252 | 51364 | 53485 | 54970 |
| 2     | 40434 | 42549 | 44386 | 48603 | 47203 | 48603 | 50011 | 51417 | 53530 | 55650 | 57137 |
| 3     | 42315 | 44432 | 46556 | 50771 | 49368 | 50771 | 52178 | 53582 | 55695 | 57816 | 59304 |
| 4     | 44200 | 46317 | 48721 | 52935 | 51536 | 52935 | 54342 | 55747 | 57859 | 59980 | 61468 |
| 5     | 46085 | 48201 | 50894 | 55098 | 53703 | 55098 | 56510 | 57916 | 60026 | 62148 | 63634 |
| 6     | 47538 | 49654 | 52628 | 56834 | 55443 | 56834 | 58246 | 59648 | 61761 | 63884 | 65368 |
| 7     | 49468 | 51585 | 54843 | 59051 | 57657 | 59051 | 60460 | 61863 | 63975 | 66097 | 67582 |
| 8     | 51400 | 53515 | 57060 | 61265 | 59877 | 61265 | 62673 | 64079 | 66190 | 68309 | 69800 |
| 9     | 53331 | 55448 | 59279 | 63481 | 62088 | 63481 | 64888 | 66291 | 68407 | 70526 | 72009 |
| 10    | 55264 | 57384 | 61495 | 65693 | 64308 | 65693 | 67102 | 68508 | 70620 | 72742 | 74228 |
| 11    | 55791 | 57912 | 62310 | 66505 | 65121 | 66505 | 67911 | 69320 | 71430 | 73550 | 75038 |
| 12    | 57724 | 59845 | 64525 | 68718 | 67337 | 68718 | 70127 | 71533 | 73647 | 75767 | 77252 |
| 13    | 59661 | 61777 | 66738 | 70933 | 69554 | 70933 | 72340 | 73748 | 75858 | 77981 | 79469 |
| 14    | 61686 | 63806 | 69028 | 73243 | 71834 | 73243 | 74645 | 76049 | 78160 | 80279 | 81773 |
| 15    | 65434 | 67537 | 73309 | 77530 | 76126 | 77530 | 78932 | 80348 | 82452 | 84568 | 86066 |

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# Teacher Salary Scale 2001-2002

| STEP | BA    | BA15  | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1    | 40118 | 42297 | 43899 | 48242 | 46794 | 48242 | 49690 | 51141 | 53317 | 55501 | 57031 |
| 2    | 42059 | 44237 | 46130 | 50473 | 49031 | 50473 | 51924 | 53371 | 55548 | 57731 | 59263 |
| 3    | 43997 | 46177 | 48365 | 52706 | 51261 | 52706 | 54155 | 55602 | 57778 | 59963 | 61495 |
| 4    | 45938 | 48119 | 50595 | 54935 | 53494 | 54935 | 56384 | 57832 | 60006 | 62192 | 63724 |
| 5    | 47879 | 50059 | 52833 | 57163 | 55726 | 57163 | 58618 | 60065 | 62239 | 64424 | 65955 |
| 6    | 49376 | 51555 | 54619 | 58951 | 57518 | 58951 | 60405 | 61850 | 64025 | 66212 | 67741 |
| 7    | 51364 | 53544 | 56900 | 61235 | 59799 | 61235 | 62686 | 64130 | 66306 | 68491 | 70021 |
| 8    | 53354 | 55533 | 59184 | 63515 | 62085 | 63515 | 64965 | 66413 | 68588 | 70770 | 72306 |
| 9    | 55343 | 57524 | 61470 | 65798 | 64363 | 65798 | 67247 | 68691 | 70871 | 73054 | 74581 |
| 10   | 57334 | 59518 | 63752 | 68076 | 66649 | 68076 | 69527 | 70975 | 73151 | 75336 | 76867 |
| 11   | 57877 | 60061 | 64592 | 68912 | 67486 | 68912 | 70360 | 71811 | 73985 | 76169 | 77701 |
| 12   | 59868 | 62052 | 66873 | 71192 | 69769 | 71192 | 72643 | 74091 | 76268 | 78452 | 79981 |
| 13   | 61863 | 64042 | 69153 | 73473 | 72053 | 73473 | 74922 | 76372 | 78546 | 80732 | 82265 |
| 14   | 63949 | 66132 | 71511 | 75852 | 74401 | 75852 | 77297 | 78742 | 80917 | 83099 | 84639 |
| 15   | 67809 | 69975 | 75920 | 80268 | 78822 | 80268 | 81712 | 83170 | 85338 | 87517 | 89060 |

## CAREER AND LONGEVITY PAYMENT

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# Teacher Salary Scale 2002-2003

| STEP | BA    | BA15  | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1    | 41733 | 43978 | 45628 | 50101 | 48610 | 50101 | 51593 | 53087 | 55328 | 57578 | 59154 |
| 2    | 43733 | 45976 | 47926 | 52400 | 50914 | 52400 | 53893 | 55385 | 57627 | 59875 | 61453 |
| 3    | 45729 | 47974 | 50227 | 54699 | 53211 | 54699 | 56192 | 57682 | 59924 | 62174 | 63752 |
| 4    | 47728 | 49974 | 52525 | 56995 | 55511 | 56995 | 58488 | 59979 | 62219 | 64470 | 66048 |
| 5    | 49728 | 51973 | 54830 | 59290 | 57810 | 59290 | 60788 | 62279 | 64518 | 66769 | 68346 |
| 6    | 51270 | 53514 | 56670 | 61131 | 59656 | 61131 | 62629 | 64117 | 66358 | 68610 | 70185 |
| 7    | 53317 | 55562 | 59019 | 63484 | 62005 | 63484 | 64978 | 66466 | 68707 | 70958 | 72534 |
| 8    | 55367 | 57611 | 61371 | 65833 | 64359 | 65833 | 67326 | 68817 | 71057 | 73305 | 74887 |
| 9    | 57415 | 59661 | 63726 | 68184 | 66706 | 68184 | 69676 | 71164 | 73410 | 75657 | 77231 |
| 10   | 59466 | 61716 | 66077 | 70531 | 69081 | 70531 | 72025 | 73516 | 75757 | 78008 | 79585 |
| 11   | 60025 | 62275 | 66941 | 71392 | 69923 | 71392 | 72883 | 74377 | 76616 | 78866 | 80444 |
| 12   | 62076 | 64326 | 69291 | 73739 | 72274 | 73739 | 75234 | 76725 | 78968 | 81217 | 82793 |
| 13   | 64131 | 66375 | 71639 | 76089 | 74626 | 76089 | 77582 | 79075 | 81314 | 83566 | 85145 |
| 14   | 66279 | 68528 | 74068 | 78540 | 77045 | 78540 | 80028 | 81517 | 83756 | 86004 | 87590 |
| 15   | 70255 | 72487 | 78609 | 83088 | 81599 | 83088 | 84576 | 86077 | 88310 | 90554 | 92144 |

## CAREER AND LONGEVITY PAYMENT

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**Psychologist Salary Scale 1999-2000**

| STEP | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1    | 50697 | 54782 | 53426 | 54782 | 56151 | 57511 | 59562 | 61619 | 63064 |
| 2    | 52845 | 56933 | 55576 | 56933 | 58295 | 59663 | 61713 | 63769 | 65215 |
| 3    | 54997 | 59083 | 57732 | 59083 | 60450 | 61815 | 63865 | 65917 | 67368 |
| 4    | 57151 | 61232 | 59881 | 61232 | 62602 | 63963 | 66017 | 68068 | 69515 |
| 5    | 59304 | 63385 | 62035 | 63385 | 64749 | 66113 | 68163 | 70221 | 71667 |
| 6    | 61456 | 65533 | 64188 | 65533 | 66901 | 68265 | 70312 | 72372 | 73820 |
| 7    | 63609 | 67683 | 66337 | 67683 | 69051 | 70415 | 72468 | 74518 | 75969 |
| 8    | 65762 | 69833 | 68491 | 69833 | 71201 | 72561 | 74614 | 76670 | 78118 |
| 9    | 67910 | 71985 | 70646 | 71985 | 73349 | 74714 | 76765 | 78820 | 80270 |
| 10   | 70133 | 74224 | 72859 | 74224 | 75586 | 76951 | 79002 | 81054 | 82510 |
| 11   | 74291 | 78387 | 77024 | 78387 | 79749 | 81120 | 83167 | 85221 | 86675 |

**CAREER AND LONGEVITY PAYMENT**

- A. Psychologists who have completed seven years of service in the district will receive a \$200.00 career increment in addition to their appropriate base salary.
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**Psychologist Salary Scale 2000-2001**

| STEP | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1    | 52630 | 56837 | 55441 | 56837 | 58248 | 59648 | 61761 | 63880 | 65368 |
| 2    | 54842 | 59053 | 57655 | 59053 | 60456 | 61865 | 63976 | 66094 | 67583 |
| 3    | 57059 | 61267 | 59876 | 61267 | 62676 | 64081 | 66193 | 68307 | 69801 |
| 4    | 59278 | 63481 | 62089 | 63481 | 64892 | 66294 | 68410 | 70522 | 72012 |
| 5    | 61495 | 65699 | 64308 | 65699 | 67103 | 68508 | 70620 | 72740 | 74229 |
| 6    | 63712 | 67911 | 66526 | 67911 | 69320 | 70725 | 72833 | 74955 | 76447 |
| 7    | 65929 | 70125 | 68739 | 70125 | 71535 | 72939 | 75054 | 77166 | 78660 |
| 8    | 68147 | 72340 | 70958 | 72340 | 73749 | 75150 | 77264 | 79382 | 80874 |
| 9    | 70359 | 74557 | 73177 | 74557 | 75961 | 77367 | 79480 | 81597 | 83090 |
| 10   | 72649 | 76863 | 75457 | 76863 | 78266 | 79672 | 81784 | 83898 | 85397 |
| 11   | 76932 | 81151 | 79747 | 81151 | 82553 | 83966 | 86074 | 88190 | 89687 |

**CAREER AND LONGEVITY PAYMENT**

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**Psychologist Salary Scale 2001-2002**

| STEP | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1    | 54621 | 58954 | 57516 | 58954 | 60407 | 61849 | 64026 | 66208 | 67741 |
| 2    | 56899 | 61237 | 59797 | 61237 | 62682 | 64133 | 66307 | 68489 | 70022 |
| 3    | 59183 | 63517 | 62084 | 63517 | 64968 | 66415 | 68591 | 70768 | 72307 |
| 4    | 61468 | 65797 | 64364 | 65797 | 67251 | 68695 | 70874 | 73050 | 74584 |
| 5    | 63752 | 68082 | 66649 | 68082 | 69528 | 70975 | 73151 | 75334 | 76868 |
| 6    | 66035 | 70360 | 68934 | 70360 | 71812 | 73259 | 75430 | 77616 | 79152 |
| 7    | 68319 | 72641 | 71213 | 72641 | 74093 | 75539 | 77718 | 79893 | 81432 |
| 8    | 70603 | 74922 | 73499 | 74922 | 76373 | 77817 | 79994 | 82175 | 83712 |
| 9    | 72882 | 77206 | 75784 | 77206 | 78652 | 80100 | 82276 | 84457 | 85995 |
| 10   | 75240 | 79581 | 78133 | 79581 | 81026 | 82474 | 84650 | 86827 | 88371 |
| 11   | 79652 | 83998 | 82551 | 83998 | 85442 | 86897 | 89068 | 91248 | 92790 |

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### Psychologist Salary Scale 2002-2003

| STEP | BA30  | BA60  | MA    | MA10  | MA20  | MA30  | MA45  | MA60  | DOC   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1    | 56672 | 61135 | 59653 | 61135 | 62631 | 64116 | 66359 | 68606 | 70185 |
| 2    | 59018 | 63486 | 62003 | 63486 | 64974 | 66469 | 68708 | 70956 | 72535 |
| 3    | 61370 | 65835 | 64359 | 65835 | 67329 | 68819 | 71061 | 73303 | 74888 |
| 4    | 63724 | 68183 | 66707 | 68183 | 69681 | 71168 | 73412 | 75654 | 77234 |
| 5    | 66077 | 70536 | 69060 | 70536 | 72026 | 73516 | 75758 | 78006 | 79586 |
| 6    | 68428 | 72883 | 71414 | 72883 | 74378 | 75869 | 78105 | 80356 | 81939 |
| 7    | 70781 | 75232 | 73761 | 75232 | 76728 | 78217 | 80462 | 82702 | 84287 |
| 8    | 73133 | 77582 | 76116 | 77582 | 79076 | 80564 | 82806 | 85052 | 86635 |
| 9    | 75480 | 79934 | 78470 | 79934 | 81424 | 82915 | 85156 | 87403 | 88987 |
| 10   | 77909 | 82380 | 80889 | 82380 | 83869 | 85360 | 87602 | 89844 | 91434 |
| 11   | 82454 | 86930 | 85440 | 86930 | 88417 | 89916 | 92152 | 94397 | 95986 |

### CAREER AND LONGEVITY PAYMENT

- A. Psychologists who have completed seven years of service in the district will receive a \$200.00 career increment in addition to their appropriate base salary.
- B. Psychologists who have completed 15 years of service in the district will receive an additional \$800.00 career increment to a total of \$1,000.00 in addition to their base salary.
- C. Psychologists who have completed 20 years of service in the district will receive an additional \$850.00 career increment to a total of \$1,850.00 in addition to their base salary.
- D. Psychologists who have completed 25 years of service in the district will receive an additional \$750.00 career increment to a total of \$2,600.00 in addition to their base salary.
- E. Psychologists who have completed 30 years of service in the district will receive an additional \$750.00 career increment to a total of \$3,350.00 in addition to their base salary.

# AUXILIARY SALARY SCHEDULE

## I. INSTRUCTIONAL

| POSITION             | DIFFERENTIAL  |
|----------------------|---------------|
| GUIDANCE COUNSELOR   | 428           |
| GUIDANCE COORDINATOR | 535+GUID DIFF |
| ATTENDANCE COUNSELOR | 321           |
| TCHR, EMOT DIST      | 321           |
| WORK EXP COORD       | 428           |
| SOCIAL WORKER        | 321           |



DIRECTORS

|            | <u>7/1/99</u> | <u>7/1/00</u> | <u>7/1/01</u> | <u>7/1/02</u> |
|------------|---------------|---------------|---------------|---------------|
| MUSIC/ELEM |               |               |               |               |
| ENRICHMENT | 838.81        | 863.97        | 889.89        | 916.59        |
| READING/   |               |               |               |               |
| TCHR-COORD | 838.81        | 863.97        | 889.89        | 916.59        |

DRIVER ED

| EFFECTIVE      | <u>7/1/99</u><br>TO<br><u>6/30/00</u> | <u>7/1/00</u><br>TO<br><u>6/30/01</u> | <u>7/1/01</u><br>TO<br><u>6/30/02</u> | <u>7/1/02</u><br>TO<br><u>6/30/03</u> |
|----------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| SUMMER SESSION | 5171.97                               | 5327.13                               | 5486.94                               | 5651.55                               |
| FALL SESSION   | 5171.97                               | 5327.13                               | 5486.94                               | 5651.55                               |
| SPRING SESSION | 5171.97                               | 5327.13                               | 5486.94                               | 5651.55                               |

MISCELLANEOUS

|   |          |          |          |          |
|---|----------|----------|----------|----------|
| A. HOME TUTOR<br>(PER HOUR)                   | 37.58    | 38.71    | 39.87    | 41.07    |
| B. EVEN. COUNSEL                              | 54.24    | 55.87    | 57.55    | 59.28    |
| C. REC SUPER PER<br>SESSION                   | 64.43    | 66.36    | 68.35    | 70.40    |
| D. CHAPERONES PER<br>SESSION                  | 64.43    | 66.36    | 68.35    | 70.40    |
| E. AFTER SCHOOL<br>COMMITTEES/<br>SUMMER WORK | 38.33/HR | 39.48/HR | 40.66/HR | 41.88/HR |

NOTE: A session shall be defined as up to three (3) hours duration. Payment beyond three (3) hours shall be on a pro-rata basis. Notwithstanding the provisions of this paragraph, a session for the 4th R Program shall be defined as up to two (2) hours with pro-rata payment for services rendered beyond two (2) hours.

F. SUBSTITUTE..PER PERIOD COVERAGE ARTICLE IV, PARAGRAPH 25, ITEM C(4)

|  | <u>7/1/99</u><br>TO<br><u>6/30/00</u> | <u>7/1/00</u><br>TO<br><u>6/30/01</u> | <u>7/1/01</u><br>TO<br><u>6/30/02</u> | <u>7/1/02</u><br>TO<br><u>6/30/03</u> |
|--|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
|  | 30.21                                 | 31.12                                 | 32.05                                 | 33.01                                 |

# SUMMER SCHOOL

## EFFECTIVE 7/1/99 TO 8/31/00

| STEP | BACHELORS | BACHELORS + 30 | BACHELORS + 60 |
|------|-----------|----------------|----------------|
| 1    | 665.10    | 763.49         | 857.84         |
| 2    | 688.65    | 787.02         | 881.48         |
| 3    | 716.22    | 810.60         | 905.04         |

## EFFECTIVE 7/1/00 TO 8/31/01

| STEP | BACHELORS | BACHELORS + 30 | BACHELORS + 60 |
|------|-----------|----------------|----------------|
| 1    | 685.05    | 786.39         | 883.58         |
| 2    | 709.31    | 810.63         | 907.92         |
| 3    | 737.71    | 834.92         | 932.19         |

## EFFECTIVE 7/1/01 TO 8/31/02

| STEP | BACHELORS | BACHELORS + 30 | BACHELORS + 60 |
|------|-----------|----------------|----------------|
| 1    | 705.60    | 809.98         | 910.09         |
| 2    | 730.59    | 834.95         | 935.16         |
| 3    | 759.84    | 859.97         | 960.16         |

## EFFECTIVE 7/1/02 TO 8/31/03

| STEP | BACHELORS | BACHELORS + 30 | BACHELORS + 60 |
|------|-----------|----------------|----------------|
| 1    | 726.77    | 834.28         | 937.39         |
| 2    | 752.51    | 860.00         | 963.21         |
| 3    | 782.64    | 885.77         | 988.96         |

The base salary for summer school teachers shall reflect the level of preparation of the individual staff members. After 200 days of teaching in the summer school program of Plainview-Old Bethpage Central School District, the teacher will move to the next step on the guide; the staff member will be eligible for an additional increment for every 200 days of district summer school teaching thereafter.

# SUMMER SPECIAL EDUCATION PROGRAM

|                                      | <u>1999-00</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> |
|--------------------------------------|----------------|----------------|----------------|----------------|
| Lead Teacher                         | 5628           | 5797           | 5971           | 6150           |
| Psychologist                         | 4834           | 4979           | 5128           | 5282           |
| Supervisor Teacher<br>(Phys Ed/Swim) | 4502           | 4637           | 4776           | 4919           |
| Teacher                              | 4038           | 4159           | 4284           | 4413           |
| Psychological Evaluator              | 2899           | 2986           | 3076           | 3168           |
| Speech Evaluator                     | 2424           | 2497           | 2572           | 2649           |
| Educational Evaluator                | 2424           | 2497           | 2572           | 2649           |

## CATEGORIES FOR COACHING SALARIES

### CATEGORY #1

Athletic Coordinator  
Head Varsity Football

### CATEGORY #2

Head Varsity Basketball  
Head Varsity Girls Gymnastics  
Head Varsity Boys Swim  
Head Varsity Wrestling

### CATEGORY #3

Head Varsity Baseball  
Head Varsity Lacrosse  
Head Varsity Soccer  
Head Varsity Softball  
Head Varsity Girls Swim  
Head Varsity Spring Track  
Head Varsity Winter Track  
Head Varsity Volleyball

### CATEGORY #4

Head J.V. Football  
Asst. Varsity Football

### CATEGORY #5

Head Cross Country

### CATEGORY #6

J.V. Basketball  
Asst. Varsity Basketball  
Asst. J.V. Football  
J.V. Wrestling  
Asst. Varsity Wrestling

### CATEGORY #7

Asst. Athletic Coordinator  
J.V. Baseball  
Asst. Varsity Baseball  
Head Varsity Bowling  
Head Varsity Cheerleaders  
Asst. Cross Country  
Head 9th Football  
Head Varsity Golf  
Varsity Kickline  
Asst. Varsity Lacrosse  
J.V. Lacrosse  
Asst. Varsity Soccer  
J.V. Soccer  
J.V. Softball

\*Coed Team

### CATEGORY #7 (Cont.)

Head Varsity Tennis  
Asst. Varsity Track  
J.V. Volleyball

### CATEGORY #8

9th Baseball  
9th Basketball  
J.V. Cheerleaders  
Asst. Varsity Cheerleaders  
Head 7&8 Football  
Asst. 9th Football  
J.V. Kickline  
Asst. J.V. Lacrosse  
9th Lacrosse  
J.V. Tennis  
Weight Training

### CATEGORY #9

#### 7th & 8th Grade Sports

#### Girls

Basketball  
Cheerleaders\*  
Gymnastics  
Lacrosse  
Soccer  
Softball  
Swim  
Tennis  
Track  
Volleyball

#### Boys

Baseball  
Basketball  
Cross Country\*  
Football Asst.  
Lacrosse  
Soccer  
Swim  
Tennis  
Track  
Wrestling

### CATEGORY #10

7&8 Asst. Lacrosse  
7&8 Asst. Track  
Asst. Weight Training  
7&8 Asst. Wrestling

# **ATHLETICS**

## **SALARY SCHEDULE 1999-2000**

| CATEGORY | LEVEL |      |      |      |
|----------|-------|------|------|------|
|          | I     | II   | III  | IV   |
| 1        | 5102  | 5375 | 5775 | 6446 |
| 2        | 4294  | 4700 | 5174 | 5842 |
| 3        | 4163  | 4434 | 4836 | 5375 |
| 4        | 3893  | 4163 | 4434 | 4836 |
| 5        | 3694  | 4031 | 4294 | 4566 |
| 6        | 3358  | 3560 | 3762 | 4294 |
| 7        | 3158  | 3358 | 3560 | 3961 |
| 8        | 2823  | 3023 | 3225 | 3631 |
| 9        | 2150  | 2351 | 2551 | 2956 |
| 10       | 1606  | 1680 | 1879 | 2280 |

## **SALARY SCHEDULE 2000-2001**

| CATEGORY | LEVEL |      |      |      |
|----------|-------|------|------|------|
|          | I     | II   | III  | IV   |
| 1        | 5255  | 5536 | 5948 | 6639 |
| 2        | 4423  | 4841 | 5329 | 6017 |
| 3        | 4288  | 4567 | 4981 | 5536 |
| 4        | 4010  | 4288 | 4567 | 4981 |
| 5        | 3805  | 4152 | 4423 | 4703 |
| 6        | 3459  | 3667 | 3875 | 4423 |
| 7        | 3253  | 3459 | 3667 | 4080 |
| 8        | 2908  | 3114 | 3322 | 3740 |
| 9        | 2215  | 2422 | 2628 | 3045 |
| 10       | 1654  | 1730 | 1935 | 2348 |

### **Salary Levels for Coaches**

**Level I** - Out-of-district "certified" teachers with one (1) and up to three (3) years of in-district coaching experience in the same sport.

**Level II** - (a) Out-of-district "certified" teachers who have completed three (3) years of in-district coaching the same sport and (b) In-district teachers with one (1) and up to three (3) years coaching in the district in the same sport.

**Level III** - In-district teachers who have completed three (3) years of in-district coaching experience in the same sport.

**Level IV** - In-district teachers who have completed six (6) years of in-district coaching in the same sport.

# SALARY SCHEDULE 2001-2002

| CATEGORY | LEVEL |      |      |      |
|----------|-------|------|------|------|
|          | I     | II   | III  | IV   |
| 1        | 5413  | 5702 | 6126 | 6838 |
| 2        | 4556  | 4986 | 5489 | 6198 |
| 3        | 4417  | 4704 | 5130 | 5702 |
| 4        | 4130  | 4417 | 4704 | 5130 |
| 5        | 3919  | 4277 | 4556 | 4844 |
| 6        | 3563  | 3777 | 3991 | 4556 |
| 7        | 3351  | 3563 | 3777 | 4202 |
| 8        | 2995  | 3207 | 3422 | 3852 |
| 9        | 2281  | 2495 | 2707 | 3136 |
| 10       | 1704  | 1782 | 1993 | 2418 |

# SALARY SCHEDULE 2002-2003

| CATEGORY | LEVEL |      |      |      |
|----------|-------|------|------|------|
|          | I     | II   | III  | IV   |
| 1        | 5575  | 5873 | 6310 | 7043 |
| 2        | 4693  | 5136 | 5654 | 6384 |
| 3        | 4550  | 4845 | 5284 | 5873 |
| 4        | 4254  | 4550 | 4845 | 5284 |
| 5        | 4037  | 4405 | 4693 | 4989 |
| 6        | 3670  | 3890 | 4111 | 4693 |
| 7        | 3452  | 3670 | 3890 | 4328 |
| 8        | 3085  | 3303 | 3525 | 3968 |
| 9        | 2349  | 2570 | 2788 | 3230 |
| 10       | 1755  | 1835 | 2053 | 2491 |

## Salary Levels for Coaches

Level I - Out-of-district "certified" teachers with one (1) and up to three (3) years of in-district coaching experience in the same sport.

Level II - (a) Out-of-district "certified" teachers who have completed three (3) years of in-district coaching the same sport and (b) In-district teachers with one (1) and up to three (3) years coaching in the district in the same sport.

Level III - In-district teachers who have completed three (3) years of in-district coaching experience in the same sport.

Level IV - In-district teachers who have completed six (6) years of in-district coaching in the same sport.

## CO-CURRICULAR CATEGORIES - 1999-2000

### Category I - \$656

Art Club  
Athletic Leaders Club  
Book Club  
Chess Club  
Christian Club  
Computer Club  
Environmental Club  
Food & Nutrition Club  
Foreign Culture Club  
Foreign Language Club - MS  
French Club  
Freshman Class Advisor  
Junior Class Advisor  
LEO Club - MS  
Moot Court Club Co-Advisor  
National French Honor Society  
National Spanish Honor Society  
Peer Mediation  
Photography Club  
Poetry Club  
Political Issues Club  
SADD Advisor - HS & MS  
School Improvement Club  
School Store - MS  
Service Club Advisor - MS  
Social Studies Club Advisor - MS  
Sophomore Class Advisor  
Technical Service Club  
Technology Club  
Wall Street Investors

### Category II - \$1311

Ass't. Band Director  
Auditor  
DECA Co-Advisor  
Drama Staff-  
    Set Director  
    Musical Director  
    Choreographer  
    Rehearsal Pianist  
Drill Instructor  
Foreign Language Exploration Club  
Jazz Club Advisor  
Media Communications  
Music Computer Club  
National Honor Society  
Research Club  
School Newspaper - MS  
Science Fair Club Advisor - MS  
Science Olympiad - MS

Student Council - MS  
Symphonic Band Ensemble/  
    Jazz Ensemble - MS  
Tri M Music Honor Society  
U.N. Club Advisor  
Yearbook - MS  
Youth Against Cancer

### Category III - \$1967

Aspire Club  
Community Service  
Creative Patterns  
Drama Staff-  
    Producer - HS & POB MS  
    Ass't. Director - MS  
Flag Line Director  
Literary Magazine  
Moot Court Club  
Peer Leadership  
Quiz Bowl Advisor  
Science Olympiad - Jr. Varsity  
Science Olympiad - Sr. Varsity  
SING Coordinator  
Drama Cadets - MS

### Category IV - \$2622

Band Director  
DECA Advisor  
Mathletes Advisor  
Science Research  
\*SING Co-Advisors  
Student Activities Coordinator  
Yearbook Business Advisor - HS

### Category V - \$3278

Drama Staff - HS & MMS  
    Director  
\*Senior Class Advisors  
Student Government Advisor  
Student Newspaper Advisor  
Yearbook Advisor - HS

|     |                          |
|-----|--------------------------|
| I   | Less than or = 40 hrs/yr |
| II  | 40 - 80 hrs/yr           |
| III | 80 - 120 hrs/yr          |
| IV  | 120 - 160 hrs/yr         |
| V   | more than 160 hrs/yr     |

\*additional monies

## CO-CURRICULAR CATEGORIES - 2000-2001

### Category I - \$676

Art Club  
Athletic Leaders Club  
Book Club  
Chess Club  
Christian Club  
Computer Club  
Environmental Club  
Food & Nutrition Club  
Foreign Culture Club  
Foreign Language Club - MS  
French Club  
Freshman Class Advisor  
Junior Class Advisor  
LEO Club - MS  
Moot Court Club Co-Advisor  
National French Honor Society  
National Spanish Honor Society  
Peer Mediation  
Photography Club  
Poetry Club  
Political Issues Club  
SADD Advisor - HS & MS  
School Improvement Club  
School Store - MS  
Service Club Advisor - MS  
Social Studies Club Advisor - MS  
Sophomore Class Advisor  
Technical Service Club  
Technology Club  
Wall Street Investors

### Category II - \$1350

Ass't. Band Director  
Auditor  
DECA Co-Advisor  
Drama Staff-  
    Set Director  
    Musical Director  
    Choreographer  
    Rehearsal Pianist  
Drill Instructor  
Foreign Language Exploration Club  
Jazz Club Advisor  
Media Communications  
Music Computer Club  
National Honor Society  
Research Club  
School Newspaper - MS  
Science Fair Club Advisor - MS  
Science Olympiad - MS

Student Council - MS  
Symphonic Band Ensemble/  
    Jazz Ensemble - MS  
Tri M Music Honor Society  
U.N. Club Advisor  
Yearbook - MS  
Youth Against Cancer

### Category III - \$2026

Aspire Club  
Community Service  
Creative Patterns  
Drama Staff-  
    Producer - HS & POB MS  
    Ass't. Director - MS  
Flag Line Director  
Literary Magazine  
Moot Court Club  
Peer Leadership  
Quiz Bowl Advisor  
Science Olympiad - Jr. Varsity  
Science Olympiad - Sr. Varsity  
SING Coordinator  
Drama Cadets - MS

### Category IV - \$2701

Band Director  
DECA Advisor  
Mathletes Advisor  
Science Research  
\*SING Co-Advisors  
Student Activities Coordinator  
Yearbook Business Advisor - HS

### Category V - \$3376

Drama Staff - HS & MMS  
    Director  
\*Senior Class Advisors  
Student Government Advisor  
Student Newspaper Advisor  
Yearbook Advisor - HS

|     |                          |
|-----|--------------------------|
| I   | Less than or = 40 hrs/yr |
| II  | 40 - 80 hrs/yr           |
| III | 80 - 120 hrs/yr          |
| IV  | 120 - 160 hrs/yr         |
| V   | more than 160 hrs/yr     |

\*additional monies



## CO-CURRICULAR CATEGORIES - 2001-2002

### Category I - \$696

Art Club  
Athletic Leaders Club  
Book Club  
Chess Club  
Christian Club  
Computer Club  
Environmental Club  
Food & Nutrition Club  
Foreign Culture Club  
Foreign Language Club - MS  
French Club  
Freshman Class Advisor  
Junior Class Advisor  
LEO Club - MS  
Moot Court Club Co-Advisor  
National French Honor Society  
National Spanish Honor Society  
Peer Mediation  
Photography Club  
Poetry Club  
Political Issues Club  
SADD Advisor - HS & MS  
School Improvement Club  
School Store - MS  
Service Club Advisor - MS  
Social Studies Club Advisor - MS  
Sophomore Class Advisor  
Technical Service Club  
Technology Club  
Wall Street Investors

### Category II - \$1391

Ass't. Band Director  
Auditor  
DECA Co-Advisor  
Drama Staff-  
    Set Director  
    Musical Director  
    Choreographer  
    Rehearsal Pianist  
Drill Instructor  
Foreign Language Exploration Club  
Jazz Club Advisor  
Media Communications  
Music Computer Club  
National Honor Society  
Research Club  
School Newspaper - MS  
Science Fair Club Advisor - MS  
Science Olympiad - MS

Student Council - MS  
Symphonic Band Ensemble/  
    Jazz Ensemble - MS  
Tri M Music Honor Society  
U.N. Club Advisor  
Yearbook - MS  
Youth Against Cancer

### Category III - \$2087

Aspire Club  
Community Service  
Creative Patterns  
Drama Staff-  
    Producer - HS & POB MS  
    Ass't. Director - MS  
Flag Line Director  
Literary Magazine  
Moot Court Club  
Peer Leadership  
Quiz Bowl Advisor  
Science Olympiad - Jr. Varsity  
Science Olympiad - Sr. Varsity  
SING Coordinator  
Drama Cadets - MS

### Category IV - \$2782

Band Director  
DECA Advisor  
Mathletes Advisor  
Science Research  
\*SING Co-Advisors  
Student Activities Coordinator  
Yearbook Business Advisor - HS

### Category V - \$3477

Drama Staff - HS & MMS  
    Director  
\*Senior Class Advisors  
Student Government Advisor  
Student Newspaper Advisor  
Yearbook Advisor - HS

|     |                          |
|-----|--------------------------|
| I   | Less than or = 40 hrs/yr |
| II  | 40 - 80 hrs/yr           |
| III | 80 - 120 hrs/yr          |
| IV  | 120 - 160 hrs/yr         |
| V   | more than 160 hrs/yr     |

\*additional monies

## CO-CURRICULAR CATEGORIES - 2002-2003

### Category I - \$717

Art Club  
Athletic Leaders Club  
Book Club  
Chess Club  
Christian Club  
Computer Club  
Environmental Club  
Food & Nutrition Club  
Foreign Culture Club  
Foreign Language Club - MS  
French Club  
Freshman Class Advisor  
Junior Class Advisor  
LEO Club - MS  
Moot Court Club Co-Advisor  
National French Honor Society  
National Spanish Honor Society  
Peer Mediation  
Photography Club  
Poetry Club  
Political Issues Club  
SADD Advisor - HS & MS  
School Improvement Club  
School Store - MS  
Service Club Advisor - MS  
Social Studies Club Advisor - MS  
Sophomore Class Advisor  
Technical Service Club  
Technology Club  
Wall Street Investors

### Category II - \$1433

Ass't. Band Director  
Auditor  
DECA Co-Advisor  
Drama Staff-  
    Set Director  
    Musical Director  
    Choreographer  
    Rehearsal Pianist  
Drill Instructor  
Foreign Language Exploration Club  
Jazz Club Advisor  
Media Communications  
Music Computer Club  
National Honor Society  
Research Club  
School Newspaper - MS  
Science Fair Club Advisor - MS  
Science Olympiad - MS

Student Council - MS  
Symphonic Band Ensemble/  
    Jazz Ensemble - MS  
Tri M Music Honor Society  
U.N. Club Advisor  
Yearbook - MS  
Youth Against Cancer

### Category III - \$2150

Aspire Club  
Community Service  
Creative Patterns  
Drama Staff-  
    Producer - HS & POB MS  
    Ass't. Director - MS  
Flag Line Director  
Literary Magazine  
Moot Court Club  
Peer Leadership  
Quiz Bowl Advisor  
Science Olympiad - Jr. Varsity  
Science Olympiad - Sr. Varsity  
SING Coordinator  
Drama Cadets - MS

### Category IV - \$2865

Band Director  
DECA Advisor  
Mathletes Advisor  
Science Research  
\*SING Co-Advisors  
Student Activities Coordinator  
Yearbook Business Advisor - HS

### Category V - \$3581

Drama Staff - HS & MMS  
    Director  
\*Senior Class Advisors  
Student Government Advisor  
Student Newspaper Advisor  
Yearbook Advisor - HS

|     |                          |
|-----|--------------------------|
| I   | Less than or = 40 hrs/yr |
| II  | 40 - 80 hrs/yr           |
| III | 80 - 120 hrs/yr          |
| IV  | 120 - 160 hrs/yr         |
| V   | more than 160 hrs/yr     |

\*additional monies

## EXCERPT FROM SUPERVISORY BULLETIN #2

### II. Utilization of Professional Time

#### A. Building Program

The individual building can be responsible for its own program to a large extent. This program should depend upon the needs and interest of the teachers themselves. It is highly recommended that a building committee be formed to determine these specific needs and interests. Modern planning is cooperative and derived from given conditions and needs, but final decision must, of course, rest with the building administrator.

#### 1. Suggested Activities:

- a. Demonstration-teaching lessons.
- b. Faculty Meetings: The agenda for faculty meetings should be preplanned. It is to be emphasized here that anything which is strictly informational may be communicated in written form. The faculty meeting should be a communication activity where information and discussion go two ways. Agenda for faculty meetings should be available to the entire staff prior to the meeting itself.
- c. Invited Speakers.
- d. Orientation Meetings: A pre-school meeting should be held which would explain in general and in particular the curricula, supervisory program, and operational procedures of the building under concern. This should be an ongoing program; further meetings being held when necessary for those people. One of the most effective means of helping the new teacher is the "buddy system." The procedure should operate not only during orientation but throughout the year.
- e. Grade-level (or similar level in nongraded program) meetings.
- f. Curriculum Meetings: Emphasis here should be on implementation of specific curriculum areas with full use of district resource personnel wherever possible. Curriculum meetings on the secondary level should take place within departments or teams.
- g. Study Groups: The agenda for these should include the uncovering and solution of problems, demonstration of processes, methods of thought, and group dynamics.

- h. Workshops: A workshop is just what the name implies -- a shop in which work is accomplished. The principle guiding any workshop activity should be as follows: Readiness, personal and social needs as motives, experimental procedures and continued evaluation. Workshops are, of course, problem centers.
- i. Individual Planning: The caliber of professional behavior in our district is such that teachers may be granted some of this time for individual planning. This planning may be long range or it may provide for shorter units.
- j. Exhibitions and Demonstrations.
- k. Building Committee Work.
- l. Building Resource Center: This includes books, periodicals, audio-visual materials and available information on conferences, institutes and professional meetings on the national level.
- m. Individual Conferences.
- n. Sectional Meetings (Teams, Departments, Intermediate, Primary, etc.).
- o. Pre-School-Year Meetings for Planning.
- p. Intro-visitation: This can be accomplished either through use of substitute teachers or by the supervisor taking over the class himself/herself.
- q. Group Observational Procedures: This is a new technique which can be used in lieu of the one-to-one observation.
  - (1) Observation of lesson by teachers in a multi-instructional group, followed by a group discussion.
  - (2) Administrator observation of several teachers followed by a group discussion with supervisor.

SUBJECT: LEAVE FOR EMPLOYMENT OUTSIDE OF SCHOOL DISTRICT

The Board of Education shall authorize leave for employment outside of the School District under the following conditions:

**Special Conditions**

- a) It must be definitely proven by the employee that activities in the related field of work would have a significant and beneficial effect upon the School District.
- b) That the activities engaged in under such a leave are highly correlated to the employment position that the person holds in the School District.
- c) That the employee seeking such a leave of absence under this provision would present to the Superintendent of Schools along with the application, a statement of intent to return to the District at the end of such leave.
- d) A leave of absence granted under this provision may be credited for salary placement purposes if leave time is spent in an activity where a salary credit is usually given. Individuals granted such leave must confirm their intentions to return to the District no later than March 1st of the calendar year in which they are scheduled to return.
- e) The length of such a leave under this provision will normally be for one year. The length of leave can be adjusted in the interest of the School District.
- f) The Superintendent of Schools shall review all applications for leave under this policy, and in his/her judgment shall present only those leaves which appear to be in the best interest of the District for approval by the Board of Education.

This leave policy applies to all full-time employees on tenure in the School District except in those categories which are already covered by law.

Adopted 3/26/98

POB

Students

**SUBJECT: CLASS SIZE**

The Board of Education endorses class sizes which are consistent with good educational practices and in accord with educational law and regulations.

The range of class sizes for Kindergarten and First Grade shall be 20-25 inclusive, and in Grades Two through Six, 22-30 inclusive.

The major academic areas for Grades Seven through Twelve shall have a range in class size of 20-30 inclusive. Certain specialized areas such as Industrial Arts, Home Economics and Vocational areas will have a lower range, and other specialized areas such as Music or Physical Education may exceed the upper range.

It is recommended that some deviation from the recommended policy on class size may be expected for the following reasons:

- a) Restricted size and availability of class rooms.
- b) Completion of a sequence -- e.g., advanced level math and science courses.
- c) Initiation of new course offerings - expected class enrollments will be identified at time new courses are recommended, at the end of first year enrollments, the new courses will be reviewed.
- d) Multiple instructional techniques - e.g., instruction in large groups or seminars.
- e) Experimental classes - e.g., advanced college placement.
- f) Safety.
- g) Unforeseen in-migration of students.
- h) Classes for those at either extreme of intelligence or ability scales -- e.g., special classes for the disabled.
- i) Other educational considerations which might conceivably outweigh a deviation of one or two students in terms of class size -- e.g., increasing sections slightly rather than having a teacher shared by two schools at a given grade level.

Class enrollments shall be reviewed by the Board of Education in August and September for any class which is not in keeping with the above policy. A periodic Board of Education review of class sizes for grades K-6 will be made by utilizing the monthly enrollment reports.

Adopted: 1/23/97

# EXHIBIT A

6/30/99

## MEMORANDUM OF AGREEMENT

Except as modified herein, the contract between the BOARD OF EDUCATION, PLAINVIEW-OLD BETHPAGE CENTRAL SCHOOL DISTRICT and the PLAINVIEW-OLD BETHPAGE CONGRESS OF TEACHERS, expiring June 30, 1999 shall remain in full force and effect.

This memorandum shall be subject to ratification by the Board of Education and the membership of the unit. The parties' respective negotiating teams agree to recommend such ratification to their principals.

This memorandum shall be incorporated into and made part of the collective bargaining agreement currently being negotiated between the Board of Education, Plainview-Old Bethpage Central School District and the Plainview-Old Bethpage Congress of Teachers commencing July 1, 1999.

1. Notwithstanding the provisions of Article V, paragraph 3(a), it is agreed that unit members participating in the MSTe, Reading Recovery and Literacy Collaborative programs shall receive as compensation, \$19.00 per hour, commencing July 1, 1999 and continuing through the 1999-2000 school year. Said hourly rate shall be incorporated into the miscellaneous subdivision of the auxiliary salary schedule. After the 1999-2000 school year, the increase, if any, in the hourly rate shall be subject to collective bargaining. Said hourly compensation shall be paid only for those hours required by the respective program which are not part of the regular school day. Notwithstanding the provisions of this paragraph, unit members participating in the programs referred to herein may receive in-service credit pursuant to District rules in lieu of compensation at the hourly rate.

2. It is agreed that unit members acting as trainers for the MSTe, Reading Recovery and Literacy Collaborative programs, as set forth below, shall receive as compensation the rate set forth in the auxiliary schedule as the curriculum rate (1998-1999, \$37.21 per hour) commencing July 1, 1999. The increase, if any, to the hourly rate for curriculum work set forth in the auxiliary salary schedule shall be subject to collective bargaining:

- (a) MSTe - Three (3) teacher leaders for all hours required by the program which are not part of the regular school day.
- (b) Literacy Collaborative - One (1) coordinator trainer for all hours required by the program which are not part of the regular school day.
- (c) Reading Recovery - Two (2) teacher leaders for up to a total of thirty (30) hours for hours required by the program performed over the summer months when school is not in session.

3. There shall be a complete offset from the hourly compensation owed to unit members participating in any capacity in the MSTe program for the full amount of the stipend received by said unit members from the National Science Foundation for participation in the program.

4. This memorandum of agreement shall have no precedential impact on any program not specifically referenced herein whether any such other program is of a similar or different nature.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year indicated below.

BOARD OF EDUCATION  
PLAINVIEW-OLD BETHPAGE  
CENTRAL SCHOOL DISTRICT

PLAINVIEW-OLD BETHPAGE  
CONGRESS OF TEACHERS

BY: 

BY: 

President

Date: 9/7/99

Date: 9/7/99



# EXHIBIT B

September 7, 1999

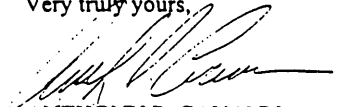
Plainview-Old Bethpage  
Congress of Teachers  
303 Sunnyside Blvd. Suite 90  
Plainview, NY 11803

Attention: Morton Rosenfeld  
President

Dear Mr. Rosenfeld:

This letter shall confirm that in the event of the re-opening of the Pasadena School, teachers assigned to said building in its opening year will receive the same amount of paid time to make the move as were received by the kindergarten teachers when the District opened the Kindergarten Center.

Very truly yours,



ANTHONY P. CAVANNA  
Superintendent of Schools

APC:cmv

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